

# Minutes

ORDINARY MEETING OF COUNCIL  
17 AUGUST 2016  
COUNCIL CHAMBERS  
WICKEPIN



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**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 17 August 2016**

The President declared the meeting open at 3.30pm.

**1. Attendance, Apologies and Leave of Absence (Previously Approved)**

President	Cr JA Russell
Deputy President	Cr WA Astbury
Councillor	Cr SJ Martin
Councillor	Cr FA Allan
Councillor	Cr RE Easton
Councillor	Cr MG Lang
Councillor	Cr GCL Hinkley
Chief Executive Officer	Mr MJ Hook
Deputy Chief Executive Officer	Mrs NA Manton
Executive Support Officer	Ms LG Pearson (Minute Taker)

**Leave of Absence (Previously Approved)**

Councillor	Cr AG Lansdell
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**Apologies**

**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputations**

**5. Declarations of Councillor's and Officer's Interest**

Item	Item Title	Councillor/Officer	Interest	Reason
10.2.06	BOKA Holdings Pty Ltd – Planning Approval additional grain storage	Cr Julie Russell	Proximity	Owens land opposite the area.
10.2.07	Wickepin Hotel & Harvest Café - Signage	Cr Julie Russell	Proximity	Owens adjoining land.
10.2.09	Budget Adoption 2016/2017	Cr Julie Russell	Proximity	Owens land adjoining roads in the Roadworks Program.
10.2.09	Budget Adoption 2016/2017	Cr Grayden Lang	Proximity	Owens land adjoining roads in the Roadworks Program.

**6. Confirmation of Minutes – Ordinary Meeting of Council – 20 July 2016**

**Resolution No 170816-01**

**Moved Cr Allan / Seconded Cr Astbury**

That the minutes of the Ordinary Council meeting held on Wednesday 20 July 2016 be confirmed as a true and correct record.

**Carried 7/0**

**7. Receival of Minutes**

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## 7.1 Bush Fire Control Officer's Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	26 July 2016

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**Enclosure / Attachment:**

Minutes of the Bush Fire Control Officer's Meeting held on Tuesday 19 July 2016.

**Background:**

The Bush Fire Control Officer's Meeting was held on Tuesday 19 July 2016.

**Comment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Statutory Environment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Recommendation:**

That the Minutes of the Bush Fire Control Officer's Meeting held on Tuesday 19 July 2016 be received.

**Voting Requirements:** Simple majority.

### Resolution No 170816-02

**Moved Cr Lang / Seconded Cr Allan**

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

**Carried 7/0**

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## 7.2 Albert Facey Homestead Committee Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 August 2016

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**Enclosure / Attachment:**

Minutes of the Albert Facey Homestead Committee Meeting held on Monday 8 August 2016.

**Background:**

The Albert Facey Homestead Committee Meeting was held on Monday 8 August 2016.

**Comment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Statutory Environment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Recommendation:**

That the Albert Facey Homestead Committee Meeting held on Monday 8 August 2016 be received.

**Voting Requirements:** Simple majority.

### Resolution No 170816-02

**Moved Cr Lang / Seconded Cr Allan**

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

**Carried 7/0**

### 7.3 Lifestyle Retirement Committee Meeting

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	11 August 2016

**Enclosure / Attachment:**

Minutes of the Lifestyle Retirement Committee Meeting held on Wednesday 11 August 2016.

**Background:**

The Lifestyle Retirement Committee Meeting was held on Wednesday 11 August 2016.

**Comment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Statutory Environment:**

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Recommendation:**

That the Lifestyle Retirement Committee Meeting held on Wednesday 11 August 2016 be received.

**Voting Requirements:** Simple majority.

**Resolution No 170816-02****Moved Cr Lang / Seconded Cr Allan**

That the recommendations listed under agenda items 7.1 to 7.3 be adopted en-bloc.

**Carried 7/0**

## 8. Status Report

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc).

Item	Subject/Action	Officer/ File	Progress	Status	Comment
736-200716-06	Dual Fire Control Officers 2016/2017 – Shire of Pingelly	CEO	That council appoints Rodney Leonard Shaddick, Robert Alexander Kirk, Victor Arthur Lee, Andrew Augustin Marshall and Sam MacNamara as Dual Fire Control Officers from the Shire of Pingelly for the 2016/2017 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.	✓	Letter sent 27/07/2016.
737-200716-07	Harrismith Caravan Park Agreement	CEO	That Council adopts the attached agreement between Russell and Judy Gray of 28 Railway Avenue, Harrismith, Western Australia 6361 for the two year period 1 July 2016 to 30 June 2018 for the management of the Harrismith Caravan Park.	✓	Letter sent 25/07/2016.  Agreement signed.
738-200716-08	Wickepin Caravan Park Agreement	CEO	That Council adopts the attached agreement Lionel Anthony Rigby and Kirstein Rigby of 7 Fisher Street Wickepin, Western Australia 6370 for the two year period 1 July 2016 to 30 June 2018 for the management of the Wickepin Caravan Park.	✓	Letter sent 25/07/2016.  Agreement signed.
739-200716-09	Yealering Caravan Park Agreement	CEO	That Council adopts the attached agreement between Peter Stribling of 26 Roberts Street Yealering, Western Australia 6372 for the two year period 1 July 2016 to 30 June 2018 for the management of the Yealering Caravan Park.	✓	Letter sent 25/07/2016.  Agreement signed.
740-200716-11	Shire of Wickepin Community Grant Applications – Wickepin Districts Sports Club (Inc.)	CEO	That Council make a 2016/2017 budget allocation of \$6,010 to the Wickepin District Sports Club under Councils 2016/2017 Community Grants Scheme.	✓	Letter sent 22/07/2016.  Placed in 2016/17 budget estimates.
741-200716-12	Shire of Wickepin Community Grant Applications – Wickepin Bowling Club	CEO	That Council make a 2016/2017 budget allocation of \$1,250 to the Wickepin Bowling Club under Councils 2016/2017 Community Grants Scheme.	✓	Letter sent 22/07/2016.  Placed in 2017/17 budget estimates.
742-200716-13	Shire of Wickepin Community Grant Applications – Lake Yealering Bowling Club	CEO	That Council make a 2016/2017 budget allocation of \$7,310 to the Lake Yealering Bowling Club under Councils 2016/2017 Community Grants Scheme.	✓	Letter sent 22/07/2016.  Placed in 2017/17 budget estimates.



Item	Subject/Action	Officer/ File	Progress	Status	Comment
743- 200716-14	Proposed Amendment to include Reserve 18106, Lot 17 Tincurrin Road (Tincurrin School) in the Development zone in Local Planning Scheme No. 4	CEO	That Council resolve to: (1) Amend Local Planning Scheme No. 4 by reclassifying Lot 17 Tincurrin Road, Tincurrin known as Reserve 18106 from Local Scheme Reserve 'Public Purpose – Primary School' and including it in the 'Development' zone. (2) Prior to advertising the Amendment, the amendment documents be returned to the consultant and be renumbered to 'Amendment No. 2'. (3) Upon receipt of the amended documents and payment of Council's planning fee by the proponent and in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 prepare a notice giving details of— a) the purpose of the amendment; and b) where the amendment may be inspected; and c) to whom and during what period submissions in respect of the amendment may be made. (4) Advertise the amendment as follows— a) publish the notice in a newspaper circulating in the scheme area; b) display a copy of the notice in the Council offices for the period for making submissions set out in the notice; c) give a copy of the notice to each public authority that Council considers is likely to be affected by the amendment; d) publish a copy of the notice and the amendment on the Council's website; e) make the Scheme documents available for public inspection at the Council office during office hours at the Council office; f) invite public submissions for a period of 42 days from the day the amendment is first advertised in the local paper. 5. Seek reimbursement by the proponent for the costs of advertising as above. 6. Forward a copy of the amendment documents and consultants report to the Environmental Protection Authority for assessment.	✓	Letter sent 21/07/2016.  Revised amendment received.  Amendment advertised in the Narrogin Observer on 18/08/2016 and Watershed News on 16/08/2016.  Sign placed on-site.  Letters sent to all service providers and Tincurrin residents on 11/08/2016.
744- 200716-15	Delegate for Wickepin Community Resource Centre Management Committee	CEO	That Council nominate the following Councillors to be on the Wickepin Community Resource Centre Management Committee: Cr Russell Cr Lang	✓	Letter sent 21/07/2016.

If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress    ✓ = completed    ✕ =superseded

**9. Notice of Motions of Which Notice Has Been Given**

**10. Receipt of Reports & Consideration of Recommendations**

## 10.1.01 – Manager Works and Services Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Peter Vlahov, Manager Works & Services
<b>File Reference:</b>	CM.REP.1
<b>Author:</b>	Peter Vlahov, Manager Works & Services
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 August 2016

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**Enclosure / Attachment:** Nil

**Background:** Monthly report submitted from Manager of Works & Services, Mr Peter Vlahov.

**Comment:** Not applicable.

### Programmed Construction Works

- Programmed construction works will commence in Early September.
- Searching for gravel on various properties is being conducted.

### Plant Replacement

- A draft plant replacement program has been compiled.
- Requesting e-quotes for plant items listed in plant replacement program.
- Commencing e-quotes for bitumen supply and laying.

### Maintenance Works

- Attend to various storm damage. Fallen trees and drainage issues.
- Repair blockage in sewer line, Moss Parade.
- Bitumen patching all sealed roads.
- Maintenance grade all gravel shoulders on all sealed roads.
- Maintenance grade various gravel roads.
- Install and or repair various road signs throughout shire.
- Various tree pruning.
- Ongoing general maintenance including Buildings, roads, refuse sites and other infrastructure.

### Occupational Health and Safety

- Nothing to report.

### Workshop

- General ongoing servicing and minor repairs.
- Assist with building maintenance and general maintenance issues.
- Replace windscreen in backhoe.( insurance claim )

## **Parks and Gardens**

- Sweep streets
- General mowing, pruning and slashing.
- Rural roads verge spraying and slashing
- Oval mowing and maintenance.
- Street tree planting.
- Tree stump removal.
- Cemeteries maintenance including the Pioneer cemetery.
- Extra verge spraying. Staff have concentrated on weed control on town verges and parks.
- Tree pruning under power lines.
- Extra caltrop spraying at sales yards.

**Statutory Environment:** Local Government Act 1995.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Summary:** Not applicable.

**Recommendation:**

That council notes the report from the Manager of Works and Services dated 10 August 2016.

**Voting Requirements:** Simple majority

### **Resolution No 170816-03**

#### **Moved Cr Hinkley / Seconded Cr Astbury**

That council notes the report from the Manager of Works and Services dated 10 August 2016.

**Carried 7/0**

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Governance, Audit and Community Services

## 10.2.01 – Financial Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton - Deputy CEO
<b>File Reference:</b>	FM.FR.1212
<b>Author:</b>	Natalie Manton - Deputy CEO
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 August 2016

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**Enclosure / Attachment:** Listed below & attached (monthly report).

**Background:** In accordance with Section 6.4(2) of the Local Government Act 1995 and Regulation 35 of the Local Government (Financial Management) Regulations 1996, attached are the monthly/triannual financial reports.

1. Operating Statement by Function and Activity
2. Bank Balances and Investments
3. Outstanding Debtors

**Comment:** Council is required to prepare the Statement of Financial Activity as per Local Government (FM) Reg. 36, but can resolve to have supplementary information included as required.

**Statutory Environment:** Section 6.4(2) of the Local Government Act 1995

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
  - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) Budget estimates to the end of the month to which the statement relates;
  - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) The net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing -
  - (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
  - (c) Such other supporting information as is considered relevant by the local government.

- (3) The information in a statement of financial activity may be shown -
  - (a) According to nature and type classification;
  - (b) By program; or
  - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
  - (a) Presented to the council -
    - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
    - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
  - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

**Recommendation:** That the financial statements tabled for the period ending 31 July 2016 as presented be received.

**Voting Requirements:** Simple majority

### **Resolution No 170816-04**

**Moved Cr Martin / Seconded Cr Lang**

That the financial statements tabled for the period ending 31 July 2016 as presented be received.

**Carried 7/0**

Governance, Audit and Community Services

## 10.2.02 – List of Accounts

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton - Deputy CEO
<b>File Reference:</b>	FM.FR.1212
<b>Author:</b>	Natalie Manton - Deputy CEO
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 August 2016

**Enclosure / Attachment:** List of Accounts

**Background:** List of Accounts remitted during the period from 1 July 2016 to 31 July 2016.

	<u>Vouchers</u>	<u>Amounts</u>
<b>Municipal Account</b>		
EFT	6511 - 6579	283,293.30
Cheques	15336 - 15343	23,757.59
Payroll	July	84,778.73
Superannuation	July	14,191.62
Credit Card and Journal	July	1,440.00
Direct Deductions	July	5,339.27
<b>Trust</b>		
EFT	6509 – 6510	350.00
Chq		
<b>TOTAL</b>		<u><b>\$413,150.51</b></u>

Financial Management Regulation 13 (4) also requires that a listing of all other outstanding accounts be presented to Council at the meeting. This information will be provided on the day of the meeting for inclusion in the recommendation.

### **Certificate of Chief Executive Officer:**

The schedule of accounts, covering vouchers as listed above, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

**Comment:** Detailed answers to queries can be obtained for presentation at council meeting.

**Statutory Environment:** Local Government (Financial Management) Regulations 1996 – Regulations 13 (2), (3) & (4)

**Policy Implications:** 3.1.8 - Cheque Issue

**Strategic Implications:** Not applicable

**Recommendation:** That Council acknowledges that payments totaling **\$413,150.51** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:** Simple majority

### **Resolution No 170816-05**

#### **Moved Cr Astbury / Seconded Cr Martin**

That Council acknowledges that payments totaling **\$413,150.51** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Carried 7/0**



List of Accounts Due & Submitted to Committee  
Jul-16

Chq/EFT	Date	Name	Description	Muni	Amount
EFT6509	04/07/2016	Kulin Auskick	KIDSPORT VOUCHERS-		\$ 140.00
EFT6510	04/07/2016	Narrogin & Districts Netball	KIDSPORT VOUCHERS		\$ 210.00
EFT6511	11/07/2016	AUSTRALIA POST	JUNE 2016 POSTAL CHARGES	\$ 181.00	
EFT6512	11/07/2016	AMPAC DEBT RECOVERY (WA)	DEBT RECOVERY COSTS RATES 265144 EIGHTYSIX	\$ 475.00	
EFT6513	11/07/2016	TRISET BOSS P/L	PRINTING STATIONERY- RATE NOTICES	\$ 803.00	
EFT6514	11/07/2016	BALLARDS OF NARROGIN	5M MULCH FOR GARDEN AT FACEY GROUP OFFICE	\$ 900.00	
EFT6515	11/07/2016	COURIER AUSTRALIA	FREIGHT- RATES NOTICES AND VHF RADIOS	\$ 36.00	
EFT6516	11/07/2016	KELLY COCHRANE	CLEANING JUNE 2016- YEALERING TOILETS, CARAVAN	\$ 475.00	
EFT6517	11/07/2016	LANDGATE	VALUATION ROLLS- MIN CHARGE, MINING	\$ 265.85	
EFT6518	11/07/2016	PB & J DAVIDSON	RIP GRAVEL ROCKS- HARRISMITH SOUTH RD	\$ 2,722.50	
EFT6519	11/07/2016	ROSS EDWIN EASTON	HARRISMITH CEMETERY- ERECT FENCE, SUPPLY AND	\$ 6,105.00	
EFT6520	11/07/2016	EWEN RURAL SUPPLIES	JUNE ACCOUNT- REFRESHMENTS, LINE MARKING	\$ 6,570.31	
EFT6521	11/07/2016	GREAT SOUTHERN FUEL	FUEL ACCOUNT JUNE 2016	\$ 15,499.65	
EFT6522	11/07/2016	GEOFF PERKINS FARM	SUPPLY HYDRAULIC HOSE BACKHOE	\$ 718.86	
EFT6523	11/07/2016	HARRIS ZUGLIAN ELECTRICS	ADMIN OFFICE- ELECTRICAL SWITCHBOARD	\$ 10,889.51	
EFT6524	11/07/2016	MAREE HEENAN	7 STRANDS FAIRY LIGHTS- WICKEPIN HALL	\$ 200.00	
EFT6525	11/07/2016	RG & JE MILLER FAMILY TRUST	CONTRACT PAYROLL- 15TH APRIL TO 22ND JUNE 2016	\$ 3,272.50	
EFT6526	11/07/2016	JAMES MATTHEWS	RABBIT CONTROL- BAITING TINCURRIN NORTH RD	\$ 480.00	
EFT6527	11/07/2016	GREAT SOUTHERN WASTE	RUBBISH COLLECTION DOMESTIC AND COMMERCIAL	\$ 6,051.04	
EFT6528	11/07/2016	NARROGIN GLASS	REPAIR WINDOW AT YEALERING BOWLING CLUB	\$ 299.91	
EFT6529	11/07/2016	NARROGIN HARDWARE MAKIT	EXTERNAL DOORS FOR YEALERING CARAVAN PARK,	\$ 861.30	
EFT6530	11/07/2016	NARROGIN PUMPS, SOLAR AND	SPRAY UNIT PARTS- LID, RIM AND SEAL	\$ 107.63	
EFT6531	11/07/2016	NICHOLLS BUS SERVICE	ANNUAL INSPECTION COMMUNITY BUS	\$ 147.85	
EFT6532	11/07/2016	WAGIN PLUMBING	CLEAR BLOCKED SEWER MAIN, SIDE OF CARAVAN	\$ 913.00	
EFT6533	11/07/2016	MAUREEN SUSAN PREEDY	CLEANING JUNE 2016- YEALERING HALL, CARAVAN	\$ 345.00	
EFT6534	11/07/2016	LIONEL ANTHONY RIGBY	WICKEPIN CARAVAN PARK JUNE 16 COMMISSION	\$ 287.47	
EFT6535	11/07/2016	PETER STRIBLING	YEALERING CARAVAN PARK JUNE 16 COMMISSION	\$ 305.36	

Attachment- Item 10.2.02

EFT6536	11/07/2016	ANTONY SMITH	FIT NEW DOORS YEALERING CARAVAN PARK, FIT	\$	1,448.00
EFT6537	11/07/2016	WESTERN AUSTRALIAN	GOVT FEE ON LOANS- JAN TO JUN 16	\$	572.30
EFT6538	11/07/2016	YEALERING SPRAYING SERVICE	MOSQUITO FOGGING- YEALERING AND HARRISMITH	\$	783.75
EFT6539	11/07/2016	NARROGIN GLASS	REPLACE DOUBLE HUNG WINDOW AT HOMESTEAD	\$	160.75
EFT6540	18/07/2016	AUSTRALIAN TAXATION OFFICE	JUNE 2016 BAS	\$	8,299.00
EFT6541	18/07/2016	AUSTRALIA DAY COUNCIL OF	BRONZE MEMBERSHIP 2016/17	\$	220.00
EFT6542	18/07/2016	AUSTRALIA'S GOLDEN	2016/17 GOLD MEMBERSHIP AUSTRALIAS GOLDEN	\$	295.00
EFT6543	18/07/2016	YVONNE BOWEY CONSULTING	FINANCE CONSULTANT- BALANCE MONTHLY	\$	412.50
EFT6544	18/07/2016	BEST OFFICE SYSTEMS	ADMIN COPIER- BLACK TONER CARTRIDGE	\$	370.00
EFT6545	18/07/2016	CENTRAL COUNTRY ZONE	ANNUAL SUBSCRIPTION 2016/17 WALGA CENTRAL	\$	4,158.00
EFT6546	18/07/2016	Dial Before You Dig	MEMBERSHIP FEES APR TO JUNE 16	\$	110.00
EFT6547	18/07/2016	EASIFLEET	JULY VEHICLE LEASE FEES- FACEY GROUP TRITON	\$	438.49
EFT6548	18/07/2016	IT VISION	ANNUAL LICENCE FEE SYNERGY SOFTWARE SYSTEM	\$	27,175.50
EFT6549	18/07/2016	KNIGHTLINE COMPUTERS	CONVERT RECORDS- VIDEO TO DVD	\$	15.00
EFT6550	18/07/2016	LOCAL GOVERNMENT	SUBSCRIPTIONS FOR 2016/17- EMERGENCY	\$	24,459.95
EFT6551	18/07/2016	Limitless Promotions	DOG LICENSING TAGS- ROUND DISCS EXP 2019	\$	125.00
EFT6552	18/07/2016	LGIS INSURANCE BROKING	FIRST INSTALLMENT PROPERTY INSURANCE 2016/17	\$	126,357.78
EFT6553	18/07/2016	MELCHIORRE PLUMBING AND	SUPPLY AND FIT NET HOT WATER SYSTEM TO ADMIN	\$	813.89
EFT6554	18/07/2016	Ramm Software Pty Ltd	ROMAN-II ANNUAL SUPPORT FOR 2016/17	\$	6,256.14
EFT6555	18/07/2016	STATE LAW PUBLISHER	ADVERTISING- GOVT GAZETTE TOWN PLANNING	\$	508.64
EFT6556	18/07/2016	ANTONY SMITH	REPAIR SHELVES, INSTALL RACKS PUMP SHED AT	\$	773.00
EFT6557	18/07/2016	Swiss Rose Garden Nursery	100 ASSRTD ROSES FOR WICKEPIN MAIN STREET	\$	1,764.00
EFT6558	18/07/2016	TEDS CARPET CLEANING	CARPET CLEANING- COMMUNITY CENTRE	\$	634.00
EFT6559	18/07/2016	WESTERN AUSTRALIAN	Loan No. 102 Interest payment -	\$	5,792.79
EFT6560	18/07/2016	WICKEPIN HOTEL AND	REFRESHMENTS	\$	54.00
EFT6561	25/07/2016	SKIPPER TRANSPORT PARTS	BRAKE ASSY SEALED LOW LOADER	\$	70.95
EFT6562	25/07/2016	BURGESS RAWSON (WA) PTY	FUEL FACILITY- RENT, MANAGEMENT FEE 01/08/16 TO	\$	2,648.25
EFT6563	25/07/2016	BALLARDS OF NARROGIN	GARDEN MIX MULCH- WAR MEMORIAL AND COTTAGE	\$	200.00
EFT6564	25/07/2016	CUTTING EDGES PTY LTD	GRADER FLAT/RAM EDGES, BOLT WEDGE AND PLOW	\$	986.28
EFT6565	25/07/2016	YEALERING AGPARTS &	GAS BOTTLES HALL AND CRAAVAN PARK, GRADER	\$	368.50

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EFT6566	25/07/2016	COURIER AUSTRALIA	FREIGHT ON ROAD TRAFFIC SIGNS	\$	57.57
EFT6567	25/07/2016	Executive Media Pty Ltd	ADVERTISING CARAVANNING AUSTRALIA SPRING	\$	750.00
EFT6568	25/07/2016	Generation Marketing Group	VEHICLE CLEANING KIT	\$	140.00
EFT6569	25/07/2016	JR & A HERSEY	ROAD DELINEATORS- 200 RED, 200 WHITE	\$	418.00
EFT6570	25/07/2016	METROCOUNT	6 X 6V BATTERY PACKS FOR TRAFFIC COUNTERS	\$	242.00
EFT6571	25/07/2016	STAR TRACK EXPRESS	FREIGHT ON ROAD DELINEATORS	\$	44.81
EFT6572	25/07/2016	OFFICEWORKS SUPERSTORES	STATION ORDER- MONITER STAND, PENS, COLOUR	\$	335.99
EFT6573	25/07/2016	PCS	COMPUTER SUPPORT- EOFY BACKUP, WORK ON	\$	340.00
EFT6574	25/07/2016	WAGIN PLUMBING	REPAIR BURST PIPEWORK AT SEWER PONDS	\$	1,044.45
EFT6575	25/07/2016	TPG TOWN PLANNING, URBAN	WALK TRAIL SIGNAGE PLANNING- HARRISMITH AND	\$	2,558.88
EFT6576	25/07/2016	E & MJ ROSHER P/L	WIRE/POLY BRUSH KITS FOR ROAD BROOM	\$	1,390.00
EFT6577	25/07/2016	RJ SMITH ENGINEERING	REPAIR AIR TANK- HINO 700 TRUCK	\$	242.00
EFT6578	25/07/2016	ANTONY SMITH	REPAIRS UNIT B COLLINS ST - SEAL SHOWER WALL	\$	145.00
EFT6579	25/07/2016	WICKEPIN NEWSAGENCY	CATERING COUNCIL MEETING, ROAD INSPECTION.	\$	400.40
15336	11/07/2016	A & A CORASANITI	SUPPLY AND ERECT CARPORT AT DEPOT	\$	13,224.40
15337	11/07/2016	SHIRE OF WICKEPIN	PETTY CASH- PLATE CHANGE WK342, COUNCIL	\$	112.70
15338	11/07/2016	WATER CORPORATION	WATER USE TO 28 JUNE- STANDPIPES, YEALERING	\$	1,811.07
15339	18/07/2016	TELSTRA	SATELLITE PHONE- JULY 16	\$	35.00
15340	18/07/2016	SYNERGY	ELECTRICITY- COMMUNITY CENTRE, ADMIN OFFICE,	\$	6,053.95
15341	18/07/2016	WATER CORPORATION	WATER- FACEY GROUP BUILDING TO 20 JUL 16	\$	40.13
15342	25/07/2016	DAWN JONES	CLEANING- HARRSMITH PUBLIC TOILETS JAN 2016 TO	\$	230.00
15343	25/07/2016	SHIRE OF BROOKTON	STAFF TRAINING- AWARD INTERPRETATION A	\$	646.72
40716	11/07/2016	TELSTRA	TELEPHONE TO 13TH JUNE- ADMIN, INTERNET, STAFF	\$	1,603.62
DD9024.1	06/07/2016	WA LOCAL GOVERNMENT	Payroll deductions	\$	6,094.64
DD9024.2	06/07/2016	RAMSAY SUPERANNUATION	Superannuation contributions	\$	56.23
DD9024.3	06/07/2016	PRIME SUPER	Superannuation contributions	\$	175.95
DD9024.4	06/07/2016	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	187.56
DD9024.5	06/07/2016	MTAA SUPER FUND	Superannuation contributions	\$	356.00
DD9024.6	06/07/2016	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$	175.95
DD9024.7	06/07/2016	TREMAVNE SUPERANNUATION	Superannuation contributions	\$	105.75

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DD9034.1	20/07/2016	WA LOCAL GOVERNMENT	Payroll deductions	\$ 5,755.69
DD9034.2	20/07/2016	RAMSAY SUPERANNUATION	Superannuation contributions	\$ 134.95
DD9034.3	20/07/2016	PRIME SUPER	Superannuation contributions	\$ 175.95
DD9034.4	20/07/2016	ING CUSTODIANS PTY LTD	Superannuation contributions	\$ 187.56
DD9034.5	20/07/2016	MTAA SUPER FUND	Superannuation contributions	\$ 356.00
DD9034.6	20/07/2016	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$ 175.95
DD9034.7	20/07/2016	TREMAYNE SUPERANNUATION	Superannuation contributions	\$ 76.91
DD9034.8	20/07/2016	COLONIAL FIRST STATE	Superannuation contributions	\$ 176.53
	01/07/2016	ANZ	Merchant Fees	130.71
	01/07/2016	Westnet	Internet Fees	\$ 144.90
	06/07/2016	ANZ	Credit Card Depot Car Port	\$ 1,440.00
	25/07/2016	Best Office Systems	Copier Lease	\$ 358.60
	13/07/2016	James Matthews	Pool Manager Contract	\$ 2,352.53
	27/07/2016	James Matthews	Pool Manager Contract	\$ 2,352.53
				\$ 328,021.78
				\$ 350.00

Attachment- Item 10.2.02

Governance, Audit and Community Services

## 10.2.03 - Application for Extension of Outbuilding – Lot 42, 9 Moss Parade, Wickepin

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Lot 42 House # 9 Moss Parade, Wickepin
<b>Name of Applicant:</b>	Mr. James Matthews
<b>File Reference:</b>	A5271
<b>Author:</b>	Allan Ramsay, EHO/Building Surveyor
<b>Legislation:</b>	Shire of Wickepin Town Planning Scheme #4 Local Planning Policy Outbuildings Residential Designs Codes
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	20 July 2016

### Enclosure/Attachments

- Photograph of existing shed
- Site plan showing location of proposed outbuilding
- Side elevation showing ground level and height of shed
- Completed Application form for Town Planning Approval

### Background

Council has received an application from James Matthews requesting planning approval to extend his shed to store his trailer and new caravan. The existing shed is 10 metres x 6 metres (60m<sup>2</sup>) built adjacent to the dwelling. The property size is 1920m<sup>2</sup>.

The property is zoned "Residential" in the Shire of Wickepin Town Planning Scheme No.4.

The proposed extension of the outbuilding is 7.8 meters × 6m giving an overall floor area of 46.8m<sup>2</sup>. Combined with the existing outbuilding the total floor area is 106m<sup>2</sup>. The shed extension has to be longer than necessary for the caravan and trailer to allow for the different ground level (see side elevation attachment).

### Officer's Comment

The Shire of Wickepin's Local Planning Policy Outbuildings states the following in the Residential Zones of the Scheme:

- ***Within the Residential Zone of the Scheme Area, planning approval will be granted to outbuildings appurtenant to a dwelling provided the boundary setbacks and building construction requirements have been complied with, the building is of single storey construction and is located behind any dwelling on site.***
- ***Non-masonry construction – where the total non-masonry outbuilding area does not exceed 55 square metres and the total outbuilding area does not exceed 75 square metres.***
- ***Wall height of any outbuilding must not exceed 3.0 metres or gable roof construction must not exceed 4.0 metres.***

The proposed outbuilding including the existing outbuilding on the property amounts to a total area of 106m<sup>2</sup> which is 31m<sup>2</sup> over the permitted size.

The proposed outbuilding is to be located adjacent to the house and not behind the house as required in the policy.

The wall height will be reduced to 3 metres as per policy by lowering the roof of the proposed extension rather than keeping the same roof line as the existing shed.

The proposed extension to the outbuilding will be Colorbond located to the side of the dwelling and 18.85 metres from the front boundary. The block is shaped in a way that most of the spare space is to the side of the house where the proposed shed extension will be located. It's more difficult to add the extension at the rear of the existing shed because of the existing retainer walls and landscaping.

Extending the shed to towards the front boundary 7.8 metres will not affect the amenity of the area as the proposed shed will still maintain the front set back as the house next door.

**Officers Recommendation:**

That Council:

1. Approved the oversized 31m2 Colorbond extension to the outbuilding located on the side boundary of Lot 42 House, 9 Moss Parade, Wickepin;
2. The outbuilding hereby permitted shall be only used for the purpose incidental to the residential use of the property and shall not be used for any habitable, commercial or industrial purposes; and
3. A Building Permit be issued for the dwelling prior to construction.

**Resolution No 170816-06**

**Moved Cr Lang / Seconded Cr Martin**

That Council:

1. Approved the oversized 31m2 Colorbond extension to the outbuilding located on the side boundary of Lot 42 House, 9 Moss Parade, Wickepin;
2. The outbuilding hereby permitted shall be only used for the purpose incidental to the residential use of the property and shall not be used for any habitable, commercial or industrial purposes; and
3. A Building Permit be issued for the dwelling prior to construction.

**Carried 7/0**

Governance, Audit and Community Service

**10.2.04 – Community Development Officer's Report**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Lee Parker, Community Development Officer
<b>File Reference:</b>	CM.PLA.404
<b>Author:</b>	Lee Parker, Community Development Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	10 August 2016

Enclosure / Attachment: Nil

<b>Arts and Cultural</b>	<p><b>Art Prize 2016</b></p> <ul style="list-style-type: none"> <li>• On-line booking site created</li> <li>• Correspondence with artists</li> <li>• Meetings/correspondence/planning</li> <li>• 'Arty Party' preparation and planning</li> <li>• Planning for an Arthur Russell memorial exhibition</li> <li>• Planning for possible local photographic exhibition in supper room during Art Prize weekend</li> </ul> <p><b>Sculpture Workshops</b></p> <ul style="list-style-type: none"> <li>• Meeting with Neil Elliott, sculptor teacher, in Perth</li> <li>• Correspondence with participants of workshops</li> <li>• Planning/advertising</li> </ul> <p><b>Dryandra Country Art Food and Wine Trail</b></p> <ul style="list-style-type: none"> <li>• Correspondence and meeting with Dryandra Committee for 2017</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Support to She Shed/He Shed</li> </ul>
<b>Community Development</b>	<p><b>Wickepin Cemetery</b></p> <ul style="list-style-type: none"> <li>• Planning for opening</li> <li>• Maintained correspondence with the families</li> <li>• Correspondence with Hon Tony Simpson MLA office with regards officiating at opening - not able to.</li> <li>• Hon Terry Waldron MLA, Member for Wagin will attend the opening and provided information on the funding</li> <li>• Landscaping discussion and final steps for completion</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Facey Homestead meeting</li> <li>• Meetings and discussion with CRC</li> <li>• Provided notes for Facebook page, mail out and Instagram</li> <li>• Follow up grant opportunities for Shire of Wickepin projects.</li> <li>• Informed community members on grant opportunities and events.</li> </ul>
<b>Economic Development</b>	<p><b>Facey Carriage Drive</b></p> <ul style="list-style-type: none"> <li>• Correspondence/planning/meetings/co-ordination re drive</li> </ul>
<b>Tourism, Marketing and Promotion</b>	<ul style="list-style-type: none"> <li>• Promotion through social media.</li> <li>• Press Release and images to magazines/newspapers (see below)</li> <li>• Correspondence with Newspapers/Magazines</li> </ul>
<b>Special Needs Groups including Youth, Disabled and</b>	<p><b>Johnston Park</b></p> <ul style="list-style-type: none"> <li>• Final acquittal and audited budget submitted to Wheatbelt Development Commission</li> </ul>

<b>Older People.</b>	<ul style="list-style-type: none"> <li>• Provided information to auditors, Butler &amp; Settineri</li> </ul>
<b>Sport and Recreation</b>	<b>Kidsport</b> <ul style="list-style-type: none"> <li>• Processed vouchers</li> <li>• 2015 Grant Acquittal</li> <li>• 2016/17 grant agreement completed</li> <li>• Correspondence with Sport and Recreation</li> <li>• Assisted individuals and provided support to clubs</li> </ul>
<b>Governance Other</b>	<ul style="list-style-type: none"> <li>• Staff support as needed</li> </ul>

### Projects Currently On CDO Desk

<b>Facey Carriage Drive</b>	<ul style="list-style-type: none"> <li>• Carriage drive third weekend in October 2016</li> <li>• Shire support in-kind</li> </ul>
<b>Wickepin Art Prize</b>	<ul style="list-style-type: none"> <li>• Third weekend in October 2016</li> <li>• Townscape initiative</li> <li>• Shire support in-kind and sponsorship of prizes</li> </ul>
<b>Wickepin Cemetery</b>	<ul style="list-style-type: none"> <li>• Official opening on 14<sup>th</sup> October 2016</li> </ul>
<b>Walk Trails Signage</b>	<ul style="list-style-type: none"> <li>• Signage in Harrismith Yealering and Wickepin</li> <li>• Funded by Lotterywest and Shire</li> </ul>
<b>Sculpture Workshops</b>	<ul style="list-style-type: none"> <li>• Over 3 weekends in Wickepin</li> <li>• Can Wa and Shire funding with in-kind shire support</li> </ul>
<b>Yealering Concept Plan for Lake Yealering</b>	<ul style="list-style-type: none"> <li>• Grant for funding for concept plan from Royalties for Regions in formative stage</li> </ul>
<b>Dryandra Country Art Food and Wine Trail</b>	<ul style="list-style-type: none"> <li>• Mother's Day weekend - Annual event</li> <li>• Shire support in kind</li> <li>• 2017 planning</li> </ul>

Project Name	Funding Organisation	Amount Requested exc Gst	Status
Walktrail Projects	Lotterywest	\$36,168.	Approved Council Contribution \$15,000 (\$5000/town)
Sculpture Project	CAN WA Catalyst Fund	\$7,655.	Approved Council Contribution \$5,800 (in-kind)





**Statutory Environment:** Local Government Act 1995.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:**

**(1) To Develop and Maintain Quality Services and Infrastructure:**

A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

**(2) To Ensure the Protection and Improvement of the Environment:**

A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

**(3) To Promote the Development of a Viable and Diversified Local Economy:**

A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.

**(4) To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities:**

A healthy, strong and connected community that is actively engaged and involved.

**(5) To Provide Efficient, Effective and Accountable Governance:**

Availability of council services, personal development opportunities and adequate resident and staff accommodation to attract and retain quality resources.

**(6) To Promote the Shire as a Focal Point in the Development of the Greater Region:**

A council actively involved in promoting regional facilities and activities to its community and neighbouring regions.

**Recommendation:**

That council notes the report from the Community Development Officer dated 10 August 2016.

**Voting Requirements:** Simple majority.

**Resolution No 170816-07**

**Moved Cr Martin / Seconded Cr Hinkley**

That council notes the report from the Community Development Officer dated 10 August 2016.

**Carried 7/0**

Governance, Audit and Community Services

## 10.2.05 – Bush Fire Control 2016/2017

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark Hook, Chief Executive Officer
<b>File Reference:</b>	ES.APN.901
<b>Author:</b>	Mark Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	27 July 2016

**Enclosure / Attachment:** Nil

### Background:

The Bush Fire Control Officers AGM took place on Tuesday 29 July 2016.

### Officers Comments:

Under the Bush Fires Act 1954, it is required by Council to adopt the appointment of Bush Fire Control Officers for the 2016/2017 Bush Fire season.

#### Chief Bush Fire Control Officer

##### **Moved Keith Parnell / Seconded Steve Rose**

Keith Parnell nominated David Stacey as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 bush fire season;

David Stacey accepted the nomination.

There being no further nominations Chief Executive Officer Mark J Hook declared David Stacey elected to the position of the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 fire season.

**Carried**

#### Deputy Chief Bush Fire Control Officer

##### **Moved Steve Rose / Seconded Keith Parnell**

Steve Rose nominated Roger Butler as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 bush fire season;

Roger Butler accepted the nomination

There being no further nominations Chairman declared Roger Butler elected to the position of the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 fire season.

**Carried**

Fire Control Officers/Bush Fire Radio Operators/Fire Weather Officers**Moved David Stacey /Seconded Daniel White**

That the following persons are appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2016/2017 bush fire season:

Wes Astbury  
 Tim Heffernan  
 Lachlan White  
 Daniel White  
 Steve Rose  
 Keith Parnell  
 Rex Bergin  
 Philip Russell  
 Roger Butler  
 Peter Stacey  
 Colin Coxon  
 David Stacey  
 Gordon McDougall  
 Jimmy Hamilton  
 Trevor Leeson  
 Mark Hook

**Carried**

Clover Burning Permits**Moved Roger Butler /Seconded Daniel White**

That the following persons be appointed as Clover Permit Issuing Officers for the 2016/2017 fire season:

Steve Rose  
 Wes Astbury

**Carried**

**Moved Phillip Russell / Seconded Wes Astbury****Recommendation:**

That the following persons be appointed as Dual Fire Control Officers for the 2016/2017 fire season:

David Stacey, Peter Stacey & Colin Coxon	Shire of Corrigin
Rex Bergin, Lachlan White & Phillip Russell, Trevor Leeson	Shire of Narrogin
Steve Rose, Rex Bergin & Roger Butler, Trevor Leeson	Shire of Cuballing
Gordon McDougal & Wes Astbury	Shire of Dumbleyung
Lachlan White & Daniel White	Shire of Wagin
Roger Butler, Colin Coxon, & Steve Rose	Shire of Pingelly
Wes Astbury, Colin Coxon & David Stacey	Shire of Kulin

**Carried**

Dual Fire Control Officers from adjoining Shires**Moved Steve Rose / Seconded Colin Coxon****Recommendation:**

That the following persons be appointed as Dual Fire Control Officers for the 2016/2017 fire season from adjoining Shires:

Shire of Pingelly Rodney Leonard Shaddick  
Robert Alexander Kirk  
Victor Arthur Lee  
Andrew Augustin Marshall  
Sam McNamara

**Carried**

Fire Break Notice 2016/2017**Moved Steve Rose / seconded David Stacey****Recommendation:**

That the following fire break order and burning periods be endorsed for the 2016/2017 season:

**Bush Fires Act 1954  
Shire of Wickepin  
Annual Firebreak Notice 2016/2017**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre of Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2015 and thereafter to 28 April 2016 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

**Rural Land**

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

To subdivide each holding into lots of no greater than 200 hectares; and

To surround the homestead, out buildings and fuel storages on any such land.

**Townsite Land**

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

**Clearing of Fence Lines**

When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

**Fencing of Road Reserves**

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

**Burning on Roadsides**

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

**Burning Periods**

Restricted Burning – 1 October 2016 to 13 November 2016;

Prohibited Burning – 14 November 2016 to 7 February 2017;

Restricted Burning – 8 February 2017 to 14 April 2017

**Harvest and Fire Ban 2016/2017 Season**

Harvesting is banned on Christmas Day and New Years Day

Lighting of fires are banned on Good Friday and Easter Sunday

**Carried**

**Strategic Implications:** Not applicable

**Enabling Legislation:** *Bush Fires Act 1954*

**Council Policy:** Nil

**Officers Recommendation:**

1. That Dave Stacey be appointed as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 bush fire season;
2. That Roger Butler be appointed as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 bush fire season;
3. That the following persons are appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2015/2016 bush fire season:
  - Wes Astbury
  - Tim Heffernan
  - Lachlan White
  - Daniel White
  - Steve Rose
  - Keith Parnell
  - Rex Bergin
  - Philip Russell
  - Roger Butler
  - Peter Stacey
  - Colin Coxon
  - David Stacey
  - Gordon McDougall
  - Jimmy Hamilton
  - Trevor Leeson
  - Mark Hook
4. That the following persons be appointed as Clover Permit Issuing Officers for the 2016/2017 fire season:
  - Steve Rose
  - Wes Astbury
5. That the following persons be appointed as Dual Fire Control Officers for the 2016/2017 fire season:
 

<ul style="list-style-type: none"> <li>- David Stacey, Peter Stacey &amp; Colin Coxon</li> <li>- Rex Bergin, Lachlan White &amp; Phillip Russell, Trevor Leeson</li> <li>- Steve Rose, Rex Bergin &amp; Roger Butler, Trevor Leeson</li> <li>- Gordon McDougal &amp; Wes Astbury</li> <li>- Lachlan White &amp; Daniel White</li> <li>- Roger Butler, Colin Coxon, &amp; Steve Rose</li> <li>- Wes Astbury, Colin Coxon &amp; David Stacey</li> </ul>	<ul style="list-style-type: none"> <li>Shire of Corrigin</li> <li>Shire of Narrogin</li> <li>Shire of Cuballing</li> <li>Shire of Dumbleyung</li> <li>Shire of Wagin</li> <li>Shire of Pingelly</li> <li>Shire of Kulin</li> </ul>
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6. That the following fire break order and burning periods be endorsed for the 2016/2017 season:

**Bush Fires Act 1954**  
**Shire of Wickepin**  
**Annual Firebreak Notice 2016/2017**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre of Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2015 and thereafter to 28 April 2016 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

**Rural Land**

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;

To subdivide each holding into lots of no greater than 200 hectares; and

To surround the homestead, out buildings and fuel storages on any such land.

**Townsite Land**

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

**Clearing of Fence Lines**

When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

**Fencing of Road Reserves**

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

**Burning on Roadsides**

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

**Burning Periods**

Restricted Burning – 1 October 2016 to 13 November 2016;

Prohibited Burning – 14 November 2016 to 7 February 2017;

Restricted Burning – 8 February 2017 to 14 April 2017

**Harvest and Fire Ban 2016/2017 Season**

Harvesting is banned on Christmas Day and New Years Day

Lighting of fires are banned on Good Friday and Easter Sunday

## Resolution No 170816-08

### Moved Cr Lang / Seconded Cr Astbury

1. That Dave Stacey be appointed as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 bush fire season;
2. That Roger Butler be appointed as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 bush fire season;
3. That the following persons are appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2015/2016 bush fire season:
  - Wes Astbury
  - Tim Heffernan
  - Lachlan White
  - Daniel White
  - Steve Rose
  - Keith Parnell
  - Rex Bergin
  - Philip Russell
  - Roger Butler
  - Peter Stacey
  - Colin Coxon
  - David Stacey
  - Gordon McDougall
  - Jimmy Hamilton
  - Trevor Leeson
  - Mark Hook
4. That the following persons be appointed as Clover Permit Issuing Officers for the 2016/2017 fire season:
  - Steve Rose
  - Wes Astbury
5. That the following persons be appointed as Dual Fire Control Officers for the 2016/2017 fire season:
 

- David Stacey, Peter Stacey & Colin Coxon	Shire of Corrigin
- Rex Bergin, Lachlan White & Phillip Russell, Trevor Leeson	Shire of Narrogin
- Steve Rose, Rex Bergin & Roger Butler, Trevor Leeson	Shire of Cuballing
- Gordon McDougall & Wes Astbury	Shire of Dumbleyung
- Lachlan White & Daniel White	Shire of Wagin
- Roger Butler, Colin Coxon, & Steve Rose	Shire of Pingelly
- Wes Astbury, Colin Coxon & David Stacey	Shire of Kulin



6. That the following fire break order and burning periods be endorsed for the 2016/2017 season:

**Bush Fires Act 1954**  
**Shire of Wickepin**  
**Annual Firebreak Notice 2016/2017**

Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre of Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2015 and thereafter to 28 April 2016 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:

**Rural Land**

Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;  
To subdivide each holding into lots of no greater than 200 hectares; and  
To surround the homestead, out buildings and fuel storages on any such land.

**Townsite Land**

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.

**Clearing of Fence Lines**

When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works & Services. Any timber removed from the road reserve is to be pushed onto the owner's property.

**Fencing of Road Reserves**

Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.

**Burning on Roadsides**

Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.

**Burning Periods**

Restricted Burning – 1 October 2016 to 13 November 2016;  
Prohibited Burning – 14 November 2016 to 7 February 2017;  
Restricted Burning – 8 February 2017 to 14 April 2017

**Harvest and Fire Ban 2016/2017 Season**

Harvesting is banned on Christmas Day and New Years Day  
Lighting of fires are banned on Good Friday and Easter Sunday

**Carried 7/0**

4.01pm – Cr Julie Russell departed the Chambers due to declaring a proximity interest; owns land opposite the area specified. Cr Wes Astbury, the Deputy President took the chair in the absence of the President Cr Russell.

Governance, Audit and Community Services

## 10.2.06 – BOKA Holdings Pty Ltd – Planning Approval additional grain storage

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	A6347 / IBP201600
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 August 2016

**Enclosure / Attachment:** Nil

### Background:

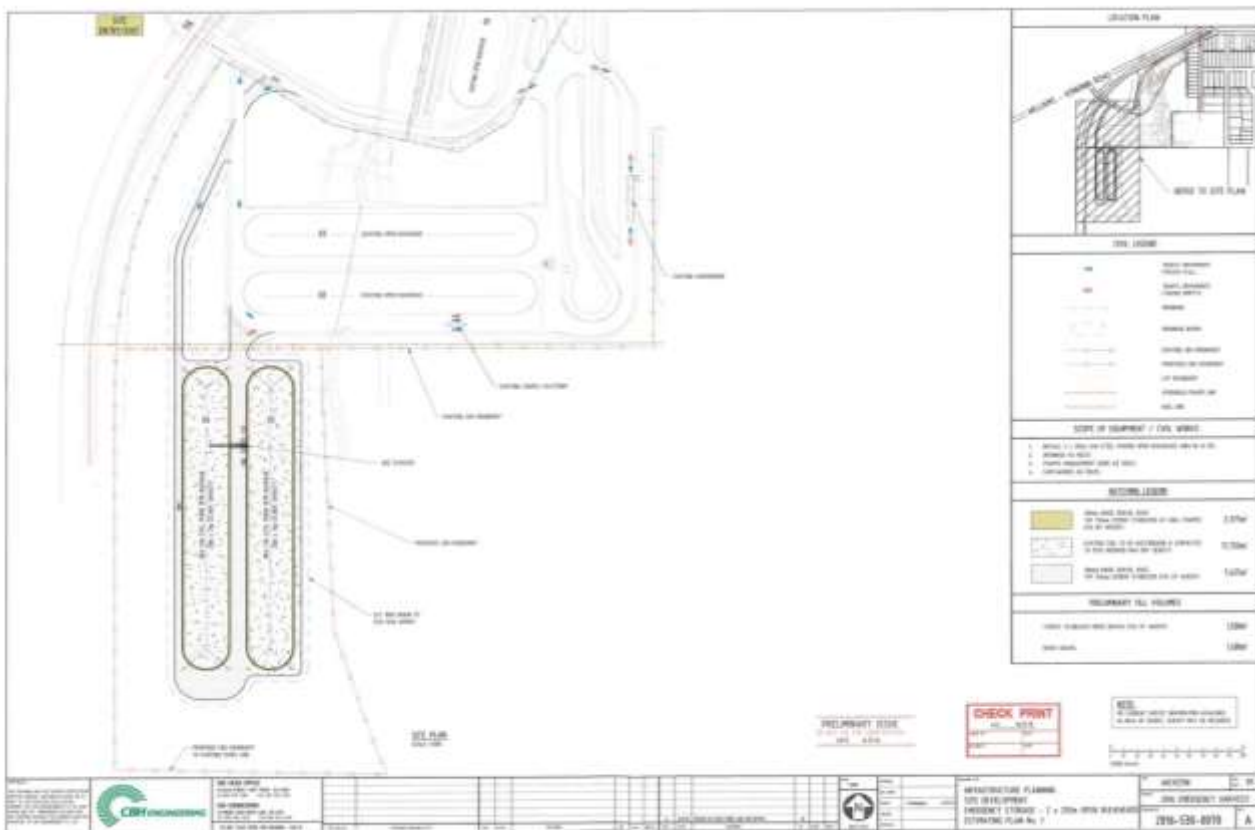
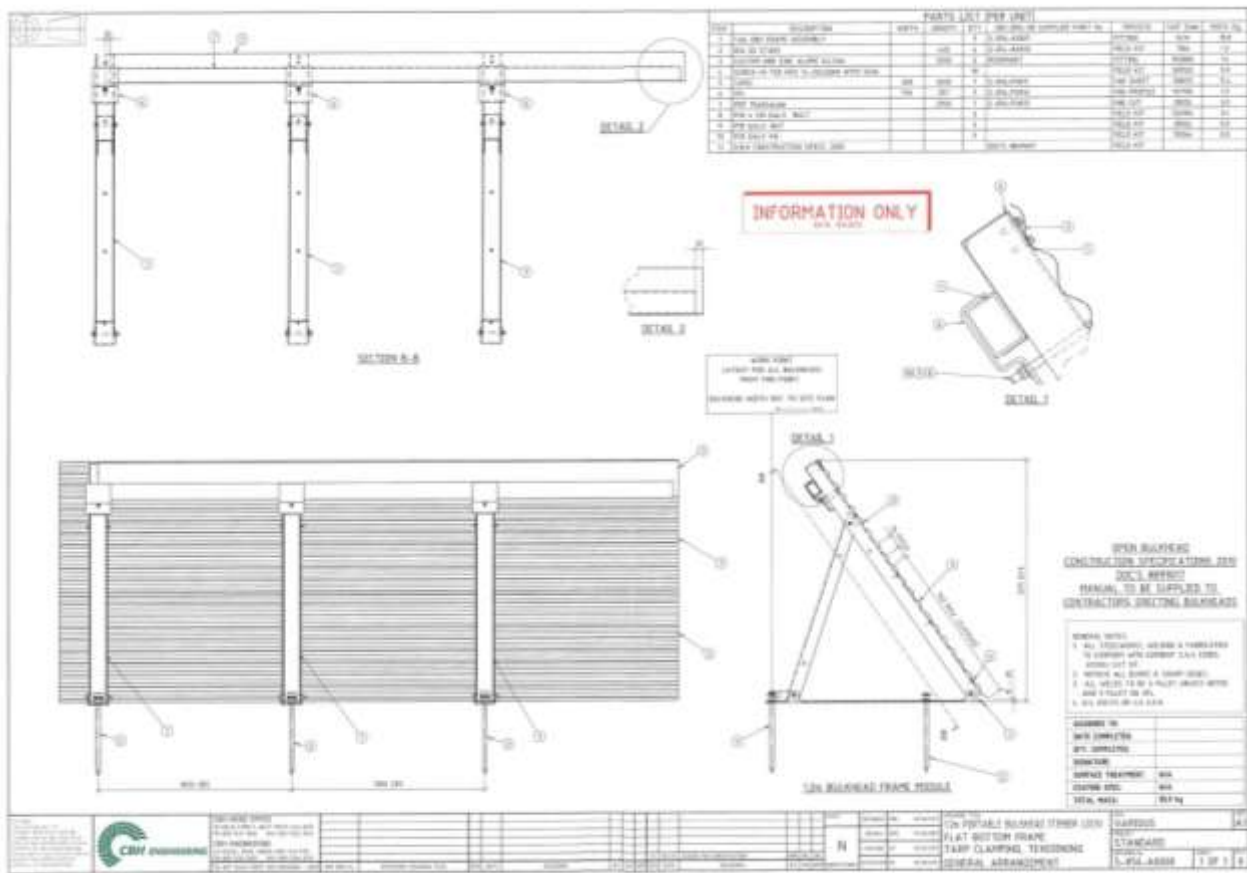
CBH has forwarded a letter along with a planning application from BOKA Holdings Pty Ltd of Location 4917 Yarling Brook Road requesting approval for additional 60,000 tonne of grain storage at the Wickepin CBH Grain Receival site.



### Comment:

The planning application by BOKA Holdings is for two open bulk heads adjoining the CBH Grain Receival site. The additional bulk heads will give CBH an extra 60,000 tonnes of grain storage at the Wickepin Receival Point.

Following are the draft plans as submitted by CBH for the planning approval:



**ZONING**

The site is contained within the area covered by the Shire of Wickepin Town Planning Scheme Number 4 and is Zoned "General Agriculture".

The objectives of land zoned General Agriculture includes:

**a) General Agriculture Zone**

- To protect areas of broadacre agricultural significance for sustainable production.
- To encourage processing and value adding industries to be located within the zone.
- To encourage intensive agriculture where it can be demonstrated that off-site impacts (if any) will not adversely affect existing agricultural activities.
- To protect and enhance rural landscapes.
- To protect the natural environment and biodiversity while ensuring appropriate development opportunities within the zone are realised.
- To promote the sustainable management of natural resources including energy, water, land, minerals and basic raw materials by preventing land degradation and integrating land and catchment management with land use planning.



Map Showing Zoning as General Agriculture

Schedule 1.2 land use definitions under the Shire of Wickepin Town Planning Scheme number 4 defines “Agriculture – Intensive” as follows:

“**agriculture - intensive**” means premises used for trade or commercial purposes, including outbuildings and earthworks, associated with the following –

- (a) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;
- (b) the establishment and operation of plant or fruit nurseries;
- (c) the development of land for irrigated fodder production or irrigated pasture (including turf farms); or
- (d) aquaculture;

#### 4.1 Zoning Table

4.1.1 The Zoning Table indicates, subject to the provisions of the Scheme, uses permitted in the Scheme area in the various zones. The permissibility of any uses is determined by cross-reference between the list of use classes on the left hand side of the Zoning Table and the list of zones at the top of the Zoning Table.

4.1.2 The symbols used in the cross reference in the Zoning Table have the following meanings –

- ‘P’ means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme;
- ‘D’ means that the use is not permitted unless the local government has exercised its discretion by granting planning approval;
- ‘A’ means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4;
- ‘X’ means a use that is not permitted by the Scheme.

LANDUSE	Town Centre	Rural Townsite	Residential	Rural Residential	General Agriculture	Industry	Special Use	Development
abattoir	X	X	X	X	A	X	As determined by Council	See Clause 5.22
agriculture – extensive	X	X	X	X	P	X		
agriculture – intensive	X	X	X	X	A	X		
agroforestry	X	X	X	A	P	X		
amusement parlour	A	A	X	X	X	X		
animal establishment	X	X	X	A	D	A		
animal husbandry – intensive	X	X	X	X	A	X		
bed & breakfast	A	P	A	D	P	X		
betting agency	D	A	X	X	X	X		
caravan park	A	A	X	X	D	X		
caretaker’s dwelling	D	D	X	X	D	D		
car park	D	A	X	X	X	D		
childcare premises	D	D	D	D	X	X		
cinema/theatre	D	A	X	X	D	X		
civic use	P	P	A	A	A	X		
club premises	P	D	X	X	D	X		
community purpose	P	D	A	D	D	X		
consulting rooms	P	D	A	X	X	X		
convenience store	P	P	A	X	X	X		
corrective institution	X	X	X	X	A	X		
dwelling - grouped	D	D	P	X	X	X		
dwelling - single	D	P	P	P	P	X		
educational establishment	D	A	A	X	A	A		

LANDUSE	Town Centre	Rural Townsite	Residential	Rural Residential	General Agriculture	Industry	Special Use	Development
exhibition centre	D	D	X	D	D	X		
family day care	D	D	D	D	D	X		
fast food outlet	A	A	X	X	X	X		
fuel depot	A	D	X	X	D	D		
funeral parlour	D	A	X	X	X	X		
home business	D	D	A	A	A	X		
home occupation	D	D	A	A	P	X		
home office	P	P	P	P	P	X		
home store	D	D	A	X	X	X		
hospital	D	A	X	X	X	X		
hotel	A	A	X	X	X	X		
industry – cottage	P	P	A	D	D	X		
industry – extractive	X	X	X	X	A	A		
industry – general	X	X	X	X	D	P		
industry – light	D	D	X	X	X	D		
industry – mining	X	X	X	X	A	X		
industry – rural	D	X	X	X	D	A		
industry – service	P	D	X	X	X	D		
lunch bar	P	D	X	X	X	D		
market	D	D	X	X	D	X		
medical centre	P	D	A	X	X	X		
motel	D	D	X	X	X	X		
motor vehicle, boat or caravan sales	D	D	X	X	X	X		
motor vehicle repair	A	D	X	X	D	P		
motor vehicle wash	D	D	X	X	D	P		
nightclub	D	A	X	X	X	X		
office	P	D	X	P	P	X		
park home park	A	A	D	D	A	X		
place of worship	P	D	A	A	D	X		
plantation	X	X	X	X	A	X		
reception centre	A	D	X	A	A	X		
recreation – private	D	D	A	D	D	A		
residential building	D	P	P	P	P	X		
restaurant	D	D	A	X	A	X		
restricted premises	D	A	X	X	X	X		
rural home business	X	A	X	A	D	X		
rural pursuit	X	D	X	A	P	D		
service station	D	D	X	X	X	A		
shop	P	P	X	X	X	X		
showroom	D	D	X	X	X	A		
storage	A	A	X	X	D	P		
tavern	D	D	X	X	X	X		
telecommunications infrastructure	A	D	X	D	D	D		
trade display	D	D	X	X	X	A		
veterinary centre	D	D	X	A	A	A		
warehouse	A	A	X	X	X	P		
winery	X	D	X	A	A	X		

As determined by Council

See Clause 5.21.2

The proposal does not require the removal of any vegetation so no clearing permits or Council approval to remove vegetation is required. The proposed development is consistent with the Provisions of the Shire of Wickepin Town Planning Scheme number 4 and does not compromise the ultimate purpose intended for the Zone so council should support the proposal under the requirements of the Shire of Wickepin Town Planning Scheme Number 4.

This development does not cause State Planning Policy 3.7 – Planning in Bushfire Prone Areas to come into effect as the bulk heads are excluded due to it being a 10b structure and over 6 metres from a house and is not work associated with any house.

Council will need to consider what the increase tonnage will have on the State and Council road network and should consider placing a condition on the planning approval for any upgrade required to any road into the CBH Receival point.

**Statutory Environment:**

Shire of Wickepin Town Planning Scheme number 4

*Planning and Development Act 2005*

*State Planning Policy 3.7 – Planning in Bushfire Prone Areas*

**Financial Implications:** Nil

**Policy Implications:** New Policy

**Strategic Implications:**

Fits within theme 6 of the Shire of Wickepin Strategic Community Plan 2012/2022:

**Theme 6 – To Promote the Shire as the Focal Point in the Development of the Greater Region**

A council actively involved in promoting regional facilities and activities to its community and neighbouring regions.

Goal	Action	Measure
<p><b>6.1 Promote the expansion of regional facilities and activities already established and targeted within the shire.</b></p>	<ul style="list-style-type: none"> <li>• Actively lobby for the expedient Support for expansion of grain handling facilities and the provision of infrastructure relating to expansion of the CBH Strategic Grain Receiver Bin.</li> <li>• Support efforts to achieve additional funding from sponsorship and other sources for the regional concept of the Facey Group.</li> <li>• Maintain support for the continued development of the Albert Facey Homestead and precincts as a regionally significant tourist attraction</li> <li>• Develop a plan that recognises that there may be opportunities to provide housing to attract people who work in the Narrogin Region and who may be encouraged to become residents in the Wickepin Shire and for employees in industry at the Kaolin Mine should it be established</li> <li>• Maintain support for Lake Yealering care group in the development of eco/camp and Lake surrounds as a regionally significant tourist attraction.</li> </ul>	<ul style="list-style-type: none"> <li>• The Shire has developed an economic development strategy that facilitates and promotes current and future expansionary projects</li> </ul>

**Summary:**

Council is being requested to grant formal planning consent for two open bulkheads to allow for an additional 60,000 tonne of grain storage at the existing CBH site.

**Recommendation:**

That Council grant formal planning consent to BOKA Holdings for two open bulkheads to allow for an additional 60,000 tonne of grain storage upon Lot 301 Plan Diagram DP41864 Volume 2227 Folio 457 Area subject to compliance with the following:

1. Development shall be in accordance with the attached application dated 27<sup>th</sup> July 2016 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed application shall not be modified or altered without the prior written approval of the local government.
2. The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.
3. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.
4. That any road network upgrades required by Main Roads or the Shire of Wickepin into the CBH Receival Point to be at the developers costs.
5. Should the application require clearing of remnant vegetation the applicant shall liaise with the Department of Environment and Conservation to obtain the necessary approvals.

This approval is valid for a period of two (2) years from the date of approval and will deemed to have lapsed if the development has not substantially commenced before the expiration of this period.

**Voting Requirements:** Simple majority



**Resolution No 170816-09****Moved Cr Martin / Seconded Cr Lang**

That Council grant formal planning consent to BOKA Holdings for two open bulkheads to allow for an additional 60,000 tonne of grain storage upon Lot 301 Plan Diagram DP41864 Volume 2227 Folio 457 Area subject to compliance with the following:

1. Development shall be in accordance with the attached application dated 27<sup>th</sup> July 2016 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed application shall not be modified or altered without the prior written approval of the local government.
2. The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.
3. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.
4. That any road network upgrades required by Main Roads or the Shire of Wickepin into the CBH Receiving Point to be at the land owners cost.
5. Should the application require clearing of remnant vegetation the applicant shall liaise with the Department of Environment and Conservation to obtain the necessary approvals.

This approval is valid for a period of two (2) years from the date of approval and will be deemed to have lapsed if the development has not substantially commenced before the expiration of this period.

**Carried 6/0**

*The resolution differed to the Officers recommendation as Council felt that the word 'developer' should be changed to 'land owner'.*

Governance, Audit and Community Services

## 10.2.07 – Wickepin Hotel & Harvest Café - Signage

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	A5143
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	8 <sup>th</sup> August 2016

**Enclosure / Attachment:** Nil

### Background:

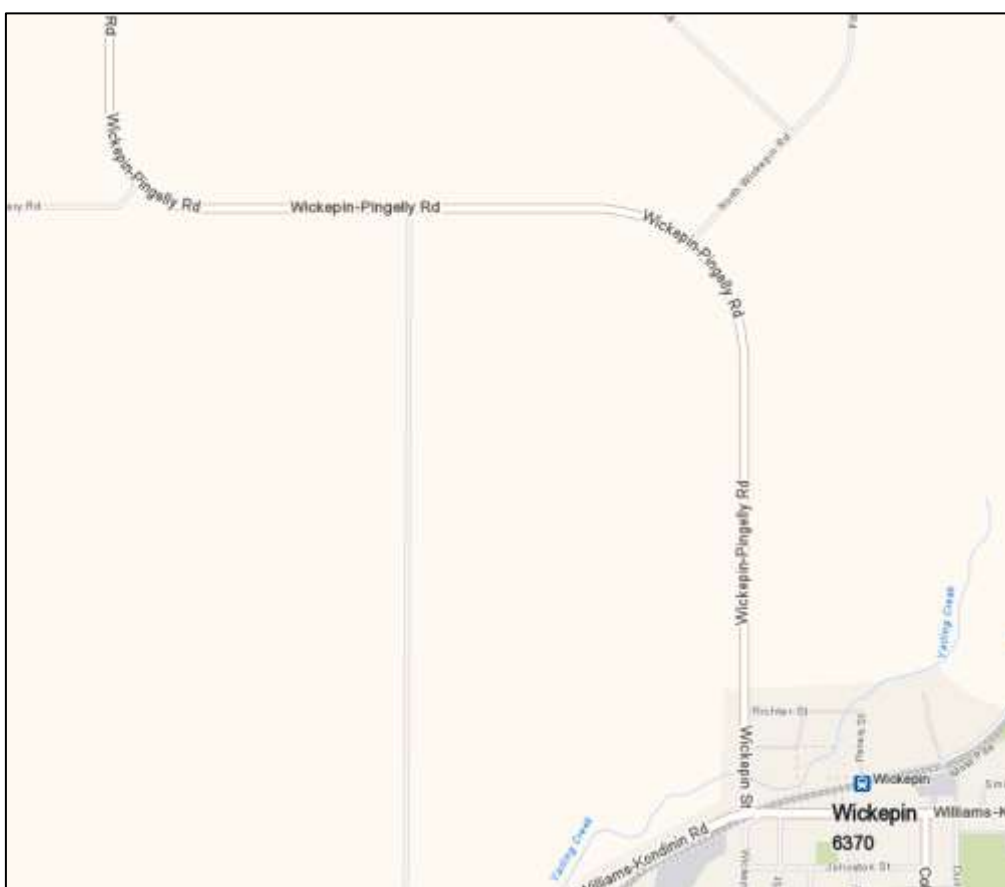
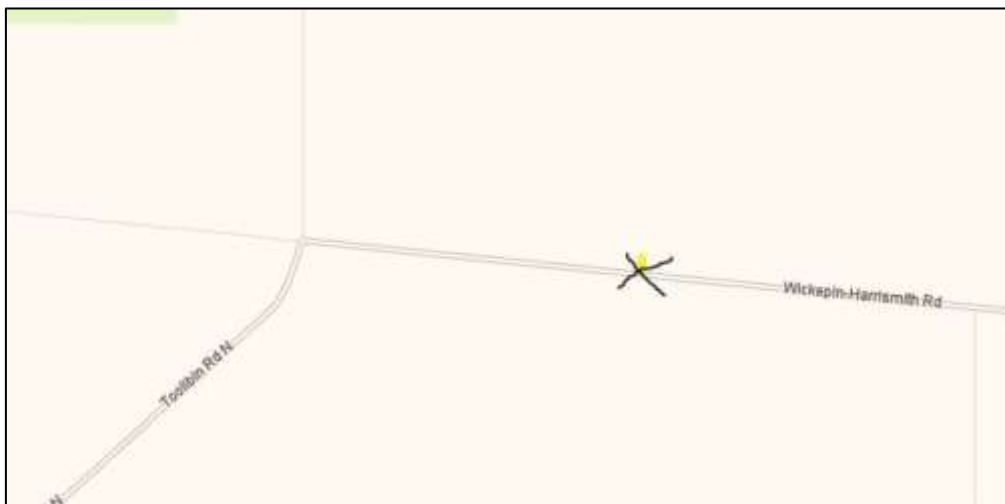
Council has received the following email from the Wickepin Hotel & Harvest Café:

*I would like to apply to the Shire of Wickepin to put in some road signs on the road verge to advertise my business. I wish to put four main signs up in total, three being as you enter Wickepin and the fourth one near the cross roads on the Wickepin/Harrismith Road and North Toolibin Road.*

*I understand that I have to apply for permission to Main Roads Department for the Williams Kondinin Road. Is this correct?*

*Ideally I would like to place a sign 300m on the east side of the intersection of the Wickepin/Harrismith Road and North Toolibin Road. The other sign on the Pingelly/Wickepin Road either 500m, 1.2 km from the railway line in Wickepin. Please see map attached & sign. The signs are 2.4m x 1.2m in dimension.*





**Comment:**

From the above email the advertising signs are being requested at the following locations:

- 300m on the east side of the intersection of the Wickepin/Harrismth Road and North Toolbin Road.
- Pingelly/Wickepin Road either 500m, 1.2 km from the railway line in Wickepin.
- Two on the Williams Kondinin Road

Main Roads permission will be required for the Williams Kondinin Road. Main Roads will only give approval once Council has given its Planning Approvals.

Following is the definition of the word advertisement; this generally means that unless the sign is exempted under schedule 5 of TPS4, planning approval is required for all advertising signs.

*“Advertisement” means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, in the nature of, and employed wholly or partly for the purposes of, advertisement, announcement or direction, and includes any hoarding or similar structure used, or adapted for use, for the display of advertisements. The term includes any airborne device anchored to any land or building and any vehicle or trailer or other similar object placed or located so as to serve the purpose of advertising;*

Following is an extract from Council Town Planning Scheme number 4 regarding advertisement signs:

#### 5.15 Advertisements

*For the purpose of this Scheme, the erection, placement and display of advertisements and the use of land and buildings for that purpose is development within the definition of the Town Planning and Development Act and requires the planning approval of Council in accordance with the provisions of Part 9 of the Scheme, unless an exempted advertisement as listed in Schedule 5.*

#### 9.1.2

*An application for the erection, placement or display of an advertisement is to be accompanied by the additional information set out in the form prescribed in Schedule 7.*

There are certain signs under Councils Town Planning Scheme 4 that have been exempted and these are as follows.

### **SCHEDULE FIVE**

#### **EXEMPTED ADVERTISEMENTS**

<b>Land use and/or development</b>	<b>Exempted sign</b>	<b>Maximum size</b>
<i>Dwellings</i>	<i>One professional name plate</i>	<i>0.2m<sup>2</sup></i>
<i>Home Occupation</i>	<i>One advertisement describing the nature of the home occupation.</i>	<i>0.2m<sup>2</sup></i>
<i>Places of Worships, meeting halls and places of public assembly</i>	<i>One advertisement detailing the function and/or the activities of the institution concerned.</i>	<i>0.2m<sup>2</sup></i>
<i>Shops, showrooms and other uses appropriate to the town site area</i>	<i>All advertisements affixed to the building below the top of the awning, or in the absence of an awning, below a line measured at 5 metres from the ground floor level of the building.</i>	<i>N/A</i>
<i>Industrial</i>	<i>A maximum of 4 advertisements applied to or affixed to the wall of the building.</i>	

The signs requested by the Wickepin Hotel and Harvest Café are not an exempted sign and will require Councils Planning permission to be erected.

The Shire of Wickepin Townscape and Cultural Plan is very light on when it talks about signage and really only covers signage for directions to buildings, entry and road signs. It really does not cover advertising signs for local businesses.

Following are extracts from Council Townscape and Cultural Plan on signage:

#### 6.10 Furnishing, Signage and Colour Schemes

At present there is no particular theme for furnishing or signage, and colour schemes throughout the Shire lack consistency. Colour schemes in this context relate to a common livery that can be applied to furnishing and signs, and also used to identify the Shire through its letterhead, badges and decals etc. It is different to the colours that apply to buildings and other structures that are covered elsewhere.

To be functional, furniture needs to be well located, comfortable (seats) and attractive. Litter bins do not have to be bright yellow drums or dark green plastic bins, and seats can be comfortable and placed in the shade.

The signage is very random with blue and white, and brown and white MRWA signs, different sign styles at the toilets, caravan parks and information boards. This is confusing, looks unattractive and wastes an opportunity to promote the Shire through the use of its corporate image.

There is an existing logo using the flower of Banksia prionotes that may in turn suggest a striking colour scheme for a Shire livery.

##### Issues:

- *There needs to be consistency in the approach to design of furniture, signage and colour schemes.*
- *There appears to be a random location of furniture and signage.*
- *The established symbol is not used in the public domain.*

#### 6.11.6 Signage

Signs are required to impart information, they also are recognised as having potential to be significant in their own right, or sometimes to be intrusive and detrimental.

##### Issues:

- *Signage can be significant, neutral or intrusive.*

#### 7.10 Furnishing, Signage and Colour Schemes

##### Issues:

- *There needs to be consistency in the approach to design of furniture, signage and colour schemes.*
- *There appears to be a random location of furniture and signage.*
- *The established symbol is not used in the public domain.*

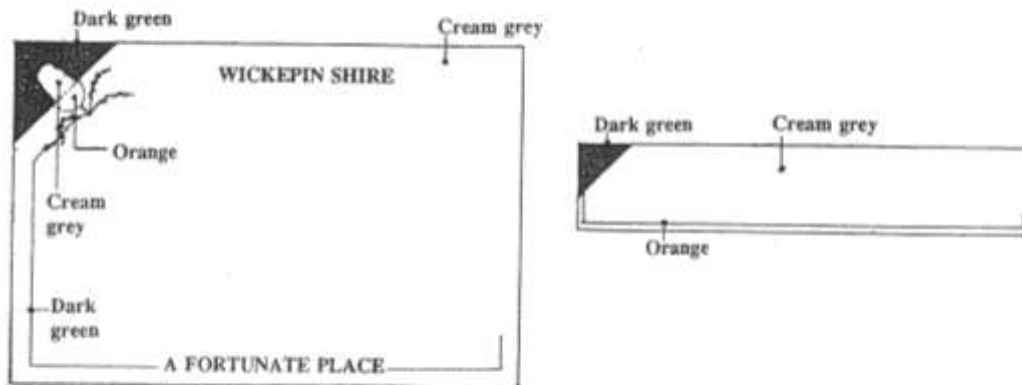
The hot orange and the pale creamy grey of the Banksia prionotes flower may be too strong as base colours, but the grey used with the dark green of the foliage could be very elegant. The orange could be used sparingly as a highlight or fine line. This is offered as a suggestion only, and the final choice should rest with the community.

A suite of furniture and signage that uses these colours would identify with the common livery of the Shire. The main furnishing elements are seats and litter bins, but sign mountings, lamp posts and brackets, bollards, fences, picnic tables, caravan bay modules etc. are all possible items for the livery. There is good "off the peg" furniture available which can be corporatised by the Shire livery and symbol, or if there is available energy and skills in the community, furniture could be purpose designed and built which would be unique to the Shire.

Signage needs to pick up on the colour scheme and be easy to read, using a common letter style that is ideally consistent with the Shire logo. A possible format is suggested below.

Action:

- Adopt a livery colour scheme using the *Bankia prionotes* symbol.
- Prepare a suite of signage using the livery and symbol.
- Acquire or construct furniture using the livery colours.



**SUGGESTED SIGNAGE FORMATS**

**7.11 Heritage Buildings**

General Issues:

- Look upon heritage places as opportunities to enhance the environment.
- Generally building stock is not under such pressure in the Shire of Wickepin that structures have to be demolished to make way for others.
- The best way to preserve a heritage place is to use it (with an appropriate use).
- If a heritage place is to be modified then try to modify the least important (or intrusive) components first. Make fewest alterations to the really significant fabric.
- Always make sure that you receive the necessary approvals before commencing work.
- A little research early in a project can reveal opportunities that are lost if not considered at the beginning.
- Do not be afraid to seek the guidance of the local authority and the Heritage Council, it is best to seek advice before plans are prepared so that any suggestions may be considered at little or no cost.
- Do not be tempted to over-restore a place, there is significance (and charm) attached to the way that a place or item has weathered and worn through use.
- A little regular maintenance will result in big economies in the future.

Councils policy 8.1.14 Private Roadside Directional Signs Policy states the following:

*Any advertising signs must be located on private property and not a Council reserve.*

The proposed development is consistent with the Provisions of the Shire of Wickepin Town Planning Scheme number 4 and does not compromise the ultimate purpose intended for the Zone so Council should support the proposal under the requirements of the Shire of Wickepin Town Planning Scheme Number 4 and Councils Policy 8.1.14 Private Roadside Directional Signs with the signs being outside of Councils Road reserves on to Private property.

**Statutory Environment:**

Shire of Wickepin Town Planning Scheme number 4

*Planning and Development Act 2005*

Shire of Wickepin Townscape and Cultural Plan

**Financial Implications:** Nil

**Policy Implications:**

Councils policy 8.1.14 Private Roadside Directional Signs Policy only covers street and directional signs

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**8.1.14 PRIVATE ROADSIDE DIRECTIONAL SIGNS**

**OBJECTIVE: Address consistency and desirable visual appearance of local authority signage throughout the Shire of Wickepin and promote signage that is easily read and identifies with the Shire of Wickepin, via the use of a logo and common style lettering which “fits” with the same.**

It aims to ensure that all private signs on Council controlled reservations follow the stated guidelines.

The erection of standard directional signs on Council controlled reserves should comprise of dark green lettering on a cream beige background with a width of no more than 150mm and lettering of no more than 100mm.

Signs are to be placed on Council’s existing road signposts where possible. Signs are to state either the name of the person, stud or property and no combinations will be allowed.

Any advertising signs must be located on private property and not a Council reserve.

When new Shire of Wickepin signage are required, or existing signage requires replacement, the green beige colour scheme using the Banksia symbol shall be used in the following formats:

- Shire of Wickepin facilities and property location directional signs are to incorporate the Shire of Wickepin crest.
- Directional road signs are to incorporate only a single name or title.

The Shire of Wickepin entry signs are to be based on the format presented in the Regional Shire of Wickepin Planner’s Report, that format generally incorporating the lettering/font, graphics and colour scheme as described in this policy.



Directional Sign - White lettering on a blue background



Heritage Sign - White Lettering on a brown background



Shire of Wickepin Road



Shire of Wickepin Directional Sign

<b>RESOLUTION:</b> 170615-12	<b>DATE OF REVIEW:</b> 17/06/2015
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**Summary:**

Planning permission is being requested from Council to place the following 2.4m X 1.2m advertising signs promoting the Wickepin Hotel and Harvest Café in the following locations:



- 300m on the east side of the intersection of the Wickepin/Harrismith Road and North Toolibin Road.
- Pingelly/Wickepin Road either 500m, 1.2 km from the railway line in Wickepin.
- Two on the Williams Kondinin Road



**Recommendation:**

That Planning permission be granted to the Wickepin Hotel and Harvest Café to place the following 2.4m X 1.2m advertising signs promoting the Wickepin Hotel and Harvest Café in the following locations outside of Councils road Reserve:



- 300m on the east side of the intersection of the Wickepin/Harrismith Road and North Toolibin Road.
- Pingelly/Wickepin Road either 500m, 1.2 km from the railway line in Wickepin.
- Two on the Williams Kondinin Road

Subject to the following conditions:

1. Agreement from land owners to place signs on their property
2. All required approvals being received from Main Roads WA.

**Voting Requirements:** Simple majority

**Resolution No 170816-10**

**Moved Cr Hinkley / Seconded Cr Martin**

That this matter lay on the table until more information on the advertising signage locations has been provided by the applicant.

**Carried 6/0**

4.21pm – Cr Julie Russell returned to the Chambers.

Governance, Audit and Community Services

## 10.2.08 – Planning Application Garden Nursery Centre – Lot 45 Connor Street Yealering

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	A2526
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 <sup>th</sup> August 2016

**Enclosure / Attachment:** Nil

### Background:

Council has received a planning application from Selena Ruffles of Lot 45 Connor Street Yealering for the running of a home business for the selling of garden plants.

### Comment:

Lot 45 Connor Street Yealering under Councils Town Planning Scheme 4 is Zoned Residential:



There are a number of definitions for a plant nurseries under Councils Town Planning Scheme 4 and these are shown as follows.

**“Agriculture - intensive”** - means premises used for trade or commercial purposes, including outbuildings and earthworks, associated with the following –

- (e) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;
- (f) the establishment and operation of plant or fruit nurseries;
- (g) the development of land for irrigated fodder production or irrigated pasture (including turf farms); or
- (h) aquaculture;

**“Rural pursuit”** – means any premises used for –

- (a) the rearing or agistment of animals;
- (b) the stabling, agistment or training of horses;
- (c) the growing of trees, plants, shrubs or flowers for replanting in domestic, commercial or industrial gardens; or
- (d) the sale of produce grown solely on the lot;

But does not include agriculture – extensive or agriculture – intensive;

**“Rural home business”** - means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which -

- a) Does not employ more than 5 people not members of the occupier's household;
- b) Will not cause injury to or adversely affect the amenity of the neighbourhood;
- c) Does not occupy an area greater than 200 square metres;
- d) in relation to vehicles and parking does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of more than 3 vehicles of more than 3.5 tonnes tare weight; and
- e) Does not involve the use of an essential service of greater capacity than normally required in the zone.

**“Home business”** means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which –

- (a) does not employ more than 2 people not members of the occupier's household;
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;
- (c) does not occupy an area greater than 50 square metres;
- (d) does not involve the retail sale, display or hire of goods of any nature;
- (e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and
- (f) does not involve the use of an essential service of greater capacity than normally required in the zone;

Following is Councils Zoning Table as shown in Shire of Wickepin TPS4

## 4.2 Zoning Table

4.2.1 The Zoning Table indicates, subject to the provisions of the Scheme, uses permitted in the Scheme area in the various zones. The permissibility of any uses is determined by cross-reference between the list of use classes on the left hand side of the Zoning Table and the list of zones at the top of the Zoning Table.

4.2.2 The symbols used in the cross reference in the Zoning Table have the following meanings –

- ‘P’ means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme;

'D' means that the use is not permitted unless the local government has exercised its discretion by granting planning approval;

'A' means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4;

'X' means a use that is not permitted by the Scheme.

LANDUSE	Town Centre	Rural Townsite	Residential	Rural Residential	General Agriculture	Industry	Special Use	Development
abattoir	X	X	X	X	A	X	As determined by Council	See Clause 5.22
agriculture – extensive	X	X	X	X	P	X		
agriculture – intensive	X	X	X	X	A	X		
agroforestry	X	X	X	A	P	X		
amusement parlour	A	A	X	X	X	X		
animal establishment	X	X	X	A	D	A		
animal husbandry – intensive	X	X	X	X	A	X		
bed & breakfast	A	P	A	D	P	X		
betting agency	D	A	X	X	X	X		
caravan park	A	A	X	X	D	X		
caretaker's dwelling	D	D	X	X	D	D		
car park	D	A	X	X	X	D		
childcare premises	D	D	D	D	X	X		
cinema/theatre	D	A	X	X	D	X		
civic use	P	P	A	A	A	X		
club premises	P	D	X	X	D	X		
community purpose	P	D	A	D	D	X		
consulting rooms	P	D	A	X	X	X		
convenience store	P	P	A	X	X	X		
corrective institution	X	X	X	X	A	X		
dwelling - grouped	D	D	P	X	X	X		
dwelling - single	D	P	P	P	P	X		
educational establishment	D	A	A	X	A	A		
exhibition centre	D	D	X	D	D	X		
family day care	D	D	D	D	D	X		
fast food outlet	A	A	X	X	X	X		
fuel depot	A	D	X	X	D	D		
funeral parlour	D	A	X	X	X	X		
home business	D	D	A	A	A	X		
home occupation	D	D	A	A	P	X		
home office	P	P	P	P	P	X		
home store	D	D	A	X	X	X		
hospital	D	A	X	X	X	X		
hotel	A	A	X	X	X	X		
industry – cottage	P	P	A	D	D	X		

LANDUSE	Town Centre	Rural Townsite	Residential	Rural Residential	General Agriculture	Industry	Special Use	Development
industry – extractive	X	X	X	X	A	A		
industry – general	X	X	X	X	D	P		
industry – light	D	D	X	X	X	D		
industry – mining	X	X	X	X	A	X		
industry – rural	D	X	X	X	D	A		
industry – service	P	D	X	X	X	D	As determined by Council	See Clause 5.21.2
lunch bar	P	D	X	X	X	D		
market	D	D	X	X	D	X		
medical centre	P	D	A	X	X	X		
motel	D	D	X	X	X	X		
motor vehicle, boat or caravan sales	D	D	X	X	X	X		
motor vehicle repair	A	D	X	X	D	P		
motor vehicle wash	D	D	X	X	D	P		
nightclub	D	A	X	X	X	X		
office	P	D	X	P	P	X		
park home park	A	A	D	D	A	X		
place of worship	P	D	A	A	D	X		
plantation	X	X	X	X	A	X		
reception centre	A	D	X	A	A	X		
recreation – private	D	D	A	D	D	A		
residential building	D	P	P	P	P	X		
restaurant	D	D	A	X	A	X		
restricted premises	D	A	X	X	X	X		
rural home business	X	A	X	A	D	X		
rural pursuit	X	D	X	A	P	D		
service station	D	D	X	X	X	A		
shop	P	P	X	X	X	X		
showroom	D	D	X	X	X	A		
storage	A	A	X	X	D	P		
tavern	D	D	X	X	X	X		
telecommunications infrastructure	A	D	X	D	D	D		
trade display	D	D	X	X	X	A		
veterinary centre	D	D	X	A	A	A		
warehouse	A	A	X	X	X	P		
winery	X	D	X	A	A	X		

As can be seen from the zoning table the following pursuits are not permitted under the scheme in a residential area.

- **Agriculture – intensive**
- **Rural Pursuit**
- **Rural Home Business**

The planning application from Selena Ruffles of Lot 45 Connor Street Yealering is for the running of a home business for the selling of nursery plants and it is the view of the Chief Executive Officer that Council could accept this application as a Home Business which is a "A: under the TPS4 and is permitted as long as Council has advertised the planning application and notified all neighbours and allowing for submissions to be submitted to Council prior to making a decision on the planning application.

When Considering Planning Applications Council needs to consider the objectives of Council TPS4 the objective of the Residential Zone under TPS4 is as follows.

**(b) Residential Zone**

- *To provide for a range of housing choice with high level of amenity in residential*
- *Areas and which reflects a rural lifestyle.*

The definition of a Home Business under TPS4 is as follows.

**"Home business"** means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which –

- (a) does not employ more than 2 people not members of the occupier's household;
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;
- (c) does not occupy an area greater than 50 square metres;
- (d) does not involve the retail sale, display or hire of goods of any nature;
- (e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and
- (f) does not involve the use of an essential service of greater capacity than normally required in the zone;

It is the view of the Chief Executive that by giving planning approval for this application to operate a small garden nursery for the selling of garden plants under TPS4 as a home business it still fits within the objectives of TPS4 for residential areas and should be supported.

The area concerned under the application is less than the 50 square meters and employs less than two persons. It will however involve the selling of the plants grown on site, but does not include the selling of any imported plants or other goods.

This application should be seen as the start of a small rural business in Yealering and if grows it will move to a larger more suitable site.

Under the Shire of Wickepin TPS4 any "A" use must be advertised in line with the following.

## **9.1 Advertising of applications**

9.1.1 *Where an application is made for planning approval to commence a use or commence or carry out development which involves a use which is –*

- (a) an 'A' use as referred to in clause 4.3.2; or*
- (b) a use not listed in the Zoning Table,*

*The local government is not to grant approval to that application unless notice is given in accordance with clause 9.4.3.*

9.1.2 *Despite clause 9.4.1, where application is made for a purpose other than a purpose referred to in that clause, the local government may require notice be given in clause 9.4.3.*

9.1.3 *The local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways –*

- (a) notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government, are likely to be affected by the granting of planning approval, stating that submissions may be made to the local government by a specified date being not less than 14 days from the day the notice is served;*
- (b) notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government by a specified day being not less than 14 days from the day the notice is published;*

As per TPS4 section 9.1.3 The Chief Executive officer has sent the following letter to all the residents in Yealering outlining the proposed development and requesting submissions on the development:

**PROPOSED HOME BUSINESS – Lot 45 (18) Connor Street, Yealering,**

*The Shire of Wickepin is in receipt of a planning application to operate a home business from Lot 45 (18) Connor Street, Yealering.*

*The applicant proposes to operate a Garden Nursery Centre from the residence at Lot 45 (18) Connor Street, Yealering. The applicant has advised that the sales would be conducted directly from the residence.*

*Therefore, the Shire is writing directly to you seeking any comment upon the proposal. The proponent has advised that they will only be using the existing car port area for sales and the back yard for display*

*A submission form has been enclosed that you can use to provide your views (support/objection/indifference) regarding this matter. Please provide your comments in writing prior to 5:00pm Wednesday 10 August 2016.*

*Please address your submission to:*

*Chief Executive Officer  
Shire of Wickepin  
PO Box 19  
WICKEPIN WA 6370*

*Alternatively you can email the submission form to [eso@wickepin.wa.gov.au](mailto:eso@wickepin.wa.gov.au)*

*Where no response is received within the specified time frame the Shire may determine the application without your response.*

*If you have any queries regarding this application please contact the undersigned.*

The following figures shown are taken from all the submissions received up to the 11<sup>th</sup> August 2016.

From the submissions received none required any further information from the applicants

Support	18
Object	0
Indifferent	1

The local government in determining the application will take into account the submissions received but are not obliged to support those views.

As Council has not received any objections to the proposed planning application for a small garden nursery centre at Lot 45 Connor Street Yealering and in the view of the Chief Executive Officer it will not change the amenities of the area and there are no parking concerns the application should be supported by Council under section 5.16 of the Shire of Wickepin TPS 4.



**5.16 Home Occupation/Home Business/Home Office**

- 5.16.1 A planning approval is not required to conduct a home office as defined in the Scheme.
- 5.16.2 Where Council issues an approval to conduct a home occupation or a home business, the approval relates to a specific occupier of a particular parcel of land. It shall not be transferred or assigned to any other person, and shall not be transferred from the land in respect of which it was granted. Should there be a change in the occupier of the land in respect of which a home occupation or home business approval is issued, the approval is cancelled.
- 5.16.3 If in the opinion of the Council, a home occupation or home business is causing a nuisance or annoyance to owners or occupiers of land in the locality, the Council may rescind the approval.
- 5.16.4 An approval to conduct a home occupation or home business is issued subject to an annual permit which may be renewed by application to the Council for planning approval.
- 5.16.5 In considering an application for home occupation or home business Council will have regard for the provisions of Council's Local Planning Policy - Home Occupation/Home Business.

**Statutory Environment:**

Shire of Wickepin Town Planning Scheme Number 4  
*Planning and Development Act 2005*

**Financial Implications:** Nil

**Policy Implications:** No Policy

**Summary:**

Council is being requested to approve a Home Business for a Garden Nursery Centre at Lot 45 (18) Connor Street Yealering.

**Recommendation:**

That an Annual Permit be issued to Selena Ruffles for the operation of a Home Business (Garden Nursery Centre) at Lot 45 (18) Connor Street Yealering, with the following conditions:

1. Issuing of an annual licence due 1<sup>st</sup> July of each year
2. does not employ more than 2 people not members of the occupier's household;
3. will not cause injury to or adversely affect the amenity of the neighbourhood;
4. does not occupy an area greater than 50 square metres;
5. in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and
6. does not involve the use of an essential service of greater capacity than normally required in the zone.

**Voting Requirements:** Simple majority

**Resolution No 170816-11****Moved Cr Allan / Seconded Cr Easton**

That an Annual Permit be issued to Selena Ruffles for the operation of a Home Business (Garden Nursery Centre) at Lot 45 (18) Connor Street Yealering, with the following conditions:

1. Issuing of an annual licence due 1<sup>st</sup> July of each year
2. does not employ more than 2 people not members of the occupier's household;
3. will not cause injury to or adversely affect the amenity of the neighbourhood;
4. does not occupy an area greater than 50 square metres;
5. in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and
6. does not involve the use of an essential service of greater capacity than normally required in the zone.

**Carried 7/0**

Governance, Audit and Community Services

## 10.2.09 – Budget Adoption 2016/2017

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark Hook, Chief Executive Officer
<b>File Reference:</b>	FM.BU.1208
<b>Author:</b>	Mark Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 August 2016

**Enclosure / Attachment:** Budget documents as attached

### Background:

The 2016/2017 budget document is presented for Councils discussion. The budget has been prepared and based on a 2% rate revenue increase on UCV and 3% on GRV with the minimum rates being raised to \$375 from \$350 and a 5% increase on Sewerage and Rubbish Rates.

The Unimproved Valuations across the shire has increased for 2016/2017. The Unimproved valuations for the shire are;

<b>2014/2015</b>	<b>\$121,500,900</b>
<b>2015/2016</b>	<b>\$122,000,900</b>
<b>2016/2017</b>	<b>\$122,565,174</b>

The Gross Rental Values valuations across the shire have decreased for 2016/2017. Gross Rental valuations for the shire are;

<b>2014/2015</b>	<b>\$1,932,574</b>
<b>2015/2016</b>	<b>\$2,261,229</b>
<b>2016/2017</b>	<b>\$2,222,467</b>

### Comment:

The rate increase will net council approximately \$28,500. The operational expenditure areas such as salaries and wages, road works, and plant purchases, will absorb most off the rate revenue increase budgeted for the 2016/2017 financial year. The salaries and wages budget has been increased by 2.4% to take in the award increases handed down by the Fair Work Commission which came into operation on 1 July 2016.

Sewerage and refuse charges have been increased by 5%.

The 2016/2017 budget has NO new loans being raised.

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

The main features of the draft budget include:

- The budget has been prepared with a 2.0% rate increase for UCV and 3% for GRV which is less than the 4% outlined in the Long Term Financial Plan.
- Fees and charges have also been increased and are itemised in the draft budget.

- Household and commercial waste charges are proposed to increase by 5% and are itemised separately in the budget.
- The recurrent operating budget includes an overall increase in estimated expenditure (although individual line items may vary from this based on specific factors affecting each of these) and continues the focus on improved service delivery to the community. There is an increase of one administration staff member planned.
- A capital works programme totalling \$5,328,809 for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned. Expenditure on the Aged Accommodation Units is a major component being \$3,036,000. The other major component is the road infrastructure which is \$1,058,259 which is in line with Council's strategy to increase the investment in road and associated assets.
- An estimated surplus of \$717,314 is anticipated to be brought forward from 30 June 2016. However this is unaudited and may change. Any change will be addressed as part of a future budget review.

Principal grant funding for the year is estimated from:

- Roads to Recovery – this has been decreased from 2015/2016 figure of \$674,212 to \$545,008 a difference of -\$129,204.

Although this is down it is an increase from the 2014/2015 figure of \$ 254,656

While no specific consultation has occurred on the 2016/2017 budget, community consultation and engagement has previously occurred during development of the Community Strategic Plan from which the Corporate Business Plan was developed. Extensive internal consultation has occurred between all staff and through forums and workshops with elected members.

Council currently in accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level in the Shire of Wickepin Monthly, Annual and Budget statements of financial activity for reporting material variances is 5% or \$5,000, whichever is the greater.

The 2016/2017 Budget includes the variations of the Federal Assistance Grants:

	<b>2016/2017</b>	<b>2015/2016</b>
General Purpose Grant	\$978,544	\$950,035
Local Roads Grant	\$489,332	\$495,189

This is an increase overall of \$22,652 on the 2015/2016 allocation. The general purpose grant has increased by \$28,509 and the Local Roads Grant has decreased by \$5,857.

These are based on notional grant advice that has been released for budgeting purposes only and are subject to change.

The 2016/2017 Budget includes the first quarterly payment of \$6,595 for the ESL levy from DFES being paid on the 30<sup>th</sup> June 2016 and forms part of the 2015/2016 brought forward figure.

**Statutory Environment:**

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its Municipal Fund for the financial year ending on the next 30<sup>th</sup> June.

Division 5 and 6 of part 6 of the *Local Government Act 1995* refers to the setting of budgets and the raising of rates and charges. The *Local Government Act (Financial Management) Regulations 1996* details the form and content of the budget. The 2016/2017 budget as presented is considered to meet statutory requirements.

**Local Government (Financial Management) Regulations 1996****Annual budget — s. 6.2****Part 3**33. *Completion of annual budget*

*A copy of the annual budget of a local government is to be submitted to the Departmental CEO within 30 days of its adoption by the local government.*

*[Regulation 33 amended in Gazette 20 Jun 2008 p. 2723.]*

**Policy Implications:**

The budget is based on the principles contained in the Plan for the Future and the Corporate Business Plan.

**Financial Implications:**

Specific financial implications are as outlined in the detail section of this report and as itemized in the 2016/2017 budget attached for adoption.

**Strategic Implications:**

The 2016/2017 budget has been developed and based on the existing Plan for the Future and Strategic Planning documents adopted by council.

**Summary:**

Council is being requested to adopt the 2016/2017 Annual Budget.

**Recommendation:**

That:

**PART A – MUNICIPAL FUND BUDGET FOR 2016/2017**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the council adopt the Municipal Fund Budget as contained in the Attachments of this agenda for the 2016/2017 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type
- Statement of Comprehensive Income by Program
- Statement of Cash Flows
- Rate Setting Statement on page
- Notes to and Forming Part of the Budget
- Budget Program Schedules as detailed within the budget
- Transfers to / from Reserve Accounts as detailed in the budget

**ABSOLUTE MAJORITY REQUIRED**

## Resolution No 170816-12

**Moved Cr Astbury / Seconded Cr Lang**

### **PART A – MUNICIPAL FUND BUDGET FOR 2016/2017**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the council adopt the Municipal Fund Budget as contained in the Attachments of this agenda for the 2016/2017 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type – page 2
- Statement of Comprehensive Income by Program – page 3
- Statement of Cash Flows – page 5
- Rate Setting Statement – page 6
- Notes to and Forming Part of the Budget (excluding the Roadworks Program)
- Budget Program Schedules as detailed within the budget (excluding the Roadworks Program)
- Transfers to / from Reserve Accounts as detailed in the budget

### **ABSOLUTE MAJORITY REQUIRED**

**Carried 7/0**

*The resolution differed from the Officers recommendation as Council excluded the Roadworks program, which will be dealt with separately.*

### **PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

That:

For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

#### General Rates\*

- |                            |                            |
|----------------------------|----------------------------|
| • Gross Rental Value (GRV) | 6.9322 cents in the dollar |
| • Unimproved Values (UV)   | 1.0617 cents in the dollar |

#### Minimum Payments

- |                            |       |
|----------------------------|-------|
| • Gross Rental Value (GRV) | \$375 |
| • Unimproved Values (UV)   | \$375 |

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full or by instalments:

- |  |                   |
|--|-------------------|
| • Full payment and 1 <sup>st</sup> instalment due date | 27 September 2016 |
| • 2 <sup>nd</sup> quarterly instalment due date        | 30 November 2016  |
| • 3 <sup>rd</sup> quarterly instalment due date        | 31 January 2017   |
| • 4 <sup>th</sup> quarterly instalment due date        | 04 April 2017     |

Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers a discount of 10% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before 27 September 2016 or 35 days after the date of service appearing on the rate notice, whichever is the later.

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

### **ABSOLUTE MAJORITY REQUIRED**

#### **Resolution No 170816-13**

##### **Moved Cr Astbury / Seconded Cr Lang**

#### **PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

That:

For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

##### General Rates\*

- |                            |                            |
|----------------------------|----------------------------|
| • Gross Rental Value (GRV) | 6.9322 cents in the dollar |
| • Unimproved Values (UV)   | 1.0617 cents in the dollar |

##### Minimum Payments

- |                            |       |
|----------------------------|-------|
| • Gross Rental Value (GRV) | \$375 |
| • Unimproved Values (UV)   | \$375 |

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full or by instalments:

- |  |                   |
|--|-------------------|
| • Full payment and 1 <sup>st</sup> instalment due date | 27 September 2016 |
| • 2 <sup>nd</sup> quarterly instalment due date        | 30 November 2016  |
| • 3 <sup>rd</sup> quarterly instalment due date        | 31 January 2017   |
| • 4 <sup>th</sup> quarterly instalment due date        | 04 April 2017     |

Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers a discount of 10% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before 27 September 2016 or 35 days after the date of service appearing on the rate notice, whichever is the later.

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

### **ABSOLUTE MAJORITY REQUIRED**

**Carried 7/0**

**PART C – GENERAL FEES AND CHARGES FOR 2016/2017**

That:

Pursuant to section 6.16 of the *Local Government Act 1995*, council adopts the Fees and Charges as included in the 2016/2017 budget.

**ABSOLUTE MAJORITY REQUIRED****Resolution No 170816-14****Moved Cr Martin / Seconded Cr Astbury****PART C – GENERAL FEES AND CHARGES FOR 2016/2017**

That:

Pursuant to section 6.16 of the *Local Government Act 1995*, council adopts the Fees and Charges as included in the 2016/2017 budget.

**ABSOLUTE MAJORITY REQUIRED****Carried 7/0****PART D – OTHER STATUTORY FEES FOR 2016/2017**

That:

Pursuant to section 53 of the *Cemeteries Act 1986* the council adopts the Fees and Charges for the Wickepin, Yealering, Harrismith and Toolibin Cemeteries included in the 2016/2017 budget.

Pursuant to Regulation 53(2) of the *Building Regulation 2012* the council adopts a swimming pool inspection fee of \$35 inclusive of GST.

Pursuant to section 112 of the Health Act, council adopts the following charges for the removal and deposit of domestic and commercial waste:

**Residential Premises (including recycling)**

- 240ltr bin per weekly collection \$210pa
- 1x 240 litre green waste bin
- 1x 240 litre yellow recycling bin

**Commercial Premises (including recycling)**

- 240ltr bin per weekly collection \$420.00pa
- 3x 240 litre green waste bin
- Bulk recycling (cardboard, paper etc.) pick up from approved pick up area
- 3x 240 litre yellow recycle bins for glass, plastics, aluminium etc.

*Refer to Council Policy 6.2.1 GENERAL WASTE AND RECYCLE BINS*

**Refuse site levies**

- non-minimum rated properties \$50.00pa
- minimum rated properties at \$17.50pa

Pursuant to section 41 of the Health Act, council adopts the following charges for the Wickepin Sewerage Scheme

- Sewerage is set at 4.6980 cents in the dollar for GRV per dollar of valuation.
- Minimum sewerage rate to be set at \$190 for both residential and commercial properties.



- Those non-rate able properties serviced by the sewerage scheme be rated as follows:-
 

Police Department	\$590
Medical Centre	\$590
Education Department	\$590
St John Ambulance	\$ 0. Resolution No 240914-22

### ABSOLUTE MAJORITY REQUIRED

#### Resolution No 170816-15

Moved Cr Hinkley / Seconded Cr Martin

#### PART D – OTHER STATUTORY FEES FOR 2016/2017

That:

Pursuant to section 53 of the *Cemeteries Act 1986* the council adopts the Fees and Charges for the Wickepin, Yealering, Harrismith and Toolibin Cemeteries included in the 2016/2017 budget.

Pursuant to Regulation 53(2) of the *Building Regulation 2012* the council adopts a swimming pool inspection fee of \$35 inclusive of GST.

Pursuant to section 112 of the Health Act, council adopts the following charges for the removal and deposit of domestic and commercial waste:

#### **Residential Premises (including recycling)**

- 240ltr bin per weekly collection \$210pa
- 1x 240 litre green waste bin
- 1x 240 litre yellow recycling bin

#### **Commercial Premises (including recycling)**

- 240ltr bin per weekly collection \$420.00pa
- 3x 240 litre green waste bin
- Bulk recycling (cardboard, paper etc.) pick up from approved pick up area
- 3x 240 litre yellow recycle bins for glass, plastics, aluminium etc.

Refer to Council Policy 6.2.1 GENERAL WASTE AND RECYCLE BINS

#### **Refuse site levies**

- non-minimum rated properties \$50.00pa
- minimum rated properties at \$17.50pa

Pursuant to section 41 of the Health Act, council adopts the following charges for the Wickepin Sewerage Scheme

- Sewerage is set at 4.6980 cents in the dollar for GRV per dollar of valuation.
- Minimum sewerage rate to be set at \$190 for both residential and commercial properties.
- Those non-rate able properties serviced by the sewerage scheme be rated as follows:-

Police Department	\$590
Medical Centre	\$590
Education Department	\$590
St John Ambulance	\$ 0. Resolution No 240914-22

#### ABSOLUTE MAJORITY REQUIRED

Carried 7/0

**PART E – ELECTED MEMBERS’ FEES AND ALLOWANCES FOR 2016/2017**

That:

Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*, council adopts the following sitting fees for payment of elected member’s individual meeting attendance fees:

- |             |       |
|-------------|-------|
| • Council   | \$100 |
| • Committee | \$50  |

(SAT Band 4)

Pursuant to section 5.98(2)(b) and (3) of the *Local Government Act 1995* and regulations 31 of the *Local Government (Administration) Regulations 1996*, council adopts the following reimbursements for elected members:

- |                                |                            |
|--------------------------------|----------------------------|
| • Telecommunications Allowance | \$525.60                   |
| • Travel                       | \$0.91 cents per kilometre |

Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance: (SAT Band 4)

- |             |         |
|-------------|---------|
| • President | \$4,500 |
|-------------|---------|

Pursuant to section 5.98A(1) of the *Local Government Act 1995* and regulations 33A of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance: (SAT Band 4)

- |                    |         |
|--------------------|---------|
| • Deputy President | \$1,000 |
|--------------------|---------|

**ABSOLUTE MAJORITY REQUIRED****Resolution No 170816-16****Moved Cr Martin / Seconded Cr Lang****PART E – ELECTED MEMBERS’ FEES AND ALLOWANCES FOR 2016/2017**

That:

Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 30 of the *Local Government (Administration) Regulations 1996*, council adopts the following sitting fees for payment of elected member’s individual meeting attendance fees:

- |             |       |
|-------------|-------|
| • Council   | \$100 |
| • Committee | \$50  |

(SAT Band 4)

Pursuant to section 5.98(2)(b) and (3) of the *Local Government Act 1995* and regulations 31 of the *Local Government (Administration) Regulations 1996*, council adopts the following reimbursements for elected members:

- |                                |          |
|--------------------------------|----------|
| • Telecommunications Allowance | \$525.60 |
|--------------------------------|----------|

- Travel \$0.91 cents per kilometre

Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance: (SAT Band 4)

- President \$4,500

Pursuant to section 5.98A(1) of the *Local Government Act 1995* and regulations 33A of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance: (SAT Band 4)

- Deputy President \$1,000

#### **ABSOLUTE MAJORITY REQUIRED**

**Carried 7/0**

#### **PART F – MATERIAL VARIANCE REPORTING FOR 2016/2017**

That:

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2016/2017 for reporting material variances shall be 5% or \$5,000, whichever is the greater.

#### **SIMPLE MAJORITY**

#### **Resolution No 170816-17**

**Moved Cr Martin / Seconded Cr Hinkley**

#### **PART F – MATERIAL VARIANCE REPORTING FOR 2016/2017**

That:

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2016/2017 for reporting material variances shall be 5% or \$5,000, whichever is the greater.

#### **SIMPLE MAJORITY**

**Carried 7/0**

5.00PM – Cr Julie Russell departed the Chambers due to declaring a proximity interest; Owns land in adjoining roads in the Roadworks Program.

5.00pm – Cr Grayden Lang departed the Chambers due to declaring a proximity interest; Owns land in adjoining roads in the Roadworks Program.

### **PART G – ROADWORKS PROGRAM FOR 2016/2017 ADOPTION**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, that council adopt the 2016/2017 Roadworks Program as presented in the Budget Notes at page 12 and 13.

**SIMPLE MAJORITY**

### **Resolution No 170816-18**

**Moved Cr Martin / Seconded Cr Easton**

### **PART G – ROADWORKS PROGRAM FOR 2016/2017 ADOPTION**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, that council adopt the 2016/2017 Roadworks Program as presented in the Budget Notes at page 12 and 13.

**SIMPLE MAJORITY**

**Carried 5/0**

5.01pm – Cr Julie Russell and Cr Grayden Lang returned to the Chambers.

## 11. President's Report

### Presidents Report August 2016

Thank You to those who attended the WALGA Convention in Perth to represent the Wickepin Shire.

On Monday 15<sup>th</sup> August I attended the Wheatbelt South Regional Road Group meeting in Wickepin with the CEO where was discussed various matters including RAV Mapping, White Lining on Local Roads, Rail Interface Agreements (which are now handled by the National Rail Safety Act) and Wheatbelt Road Safety with representatives from Main Roads Department, WALGA and other neighbouring Shires.

WALGA have created a document for elected members appointed to the RRG to help explain the RAV and HMMS scheme which will be interesting reading.

There are opportunities for promotional funding for events held by community sporting bodies through road safety grants from WALGA Roadwise and RAC, for which the WALGA Roadwise Representative should be contacted.

I attended the Wickepin Community Resource Centre meeting with Cr. Lang on Monday 15<sup>th</sup> August where, in attendance, were Celia Loot and Nathan Rosair from the Dept. of Regional Development who explained funding and compliance requirements for the WCRC.

The Central Country Zone Executive Committee met by phone conference on Tuesday 16<sup>th</sup> August.

I would like to extend Council's Thanks to retiring staff member Jenna Lansdell and contractor Michelle Miller for all of their wonderful work efforts, and wish them all the best for their future endeavours.

### **Resolution No 170816-19**

#### **Moved Cr Martin / Seconded Cr Allan**

That Council endorses the Presidents Report received 17 August 2016.

**Carried 7/0**

*Cr Grayden Lang gave an update from the Community Resource Centre committee meeting held on Monday 15 August 2016 which he attended along with Cr Julie Russell.*

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Council

## 12. – Chief Executive Officer's Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	CM.REP.2
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of Any Interest:</b>	Nil
<b>Date of Report:</b>	10 August 2016

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### Local Government Week

I attended Local Government Week along with Councillors Martin, Astbury, Lang and Hinkley and the conference was quite good. Thank you to council for allowing the Chief Executive Officer to attend Local Government Week again this year.

### 5 Smith Street

The tenants at 5 Smith Street Wickepin have vacated the property and an inspection was held. The premises were left in good condition except for one major hole in the lounge room wall. This has been repaired at a cost of \$300 and a request has been made to the Bond Administrator to have this amount removed from their bond. The property has been listed for sale with Primaries Real Estate, Mr Tim Cowcher.

### Annual Leave

The Chief Executive Officer will be on annual leave from 19 August and will return back to work on 19 September. During this time as per Councils Policy 2.1.18 *Acting Chief Executive Officer*, the Deputy Chief Executive Officer will be made the Acting Chief Executive Officer.

### New Community Service Officer

The advert for the new Community Service Officer has been placed in the Narrogin Observer and Watershed with applications closing on 1 August 2016. Council, at the close of applications, had received 11 applications. The Chief Executive Officer has delegated the employment of the new CSO to the Deputy Chief Executive Officer who will be handling all the interviews and appointments.

### Staff/Contractors

Jenna Lansdell and Michelle Miller have ceased their current employment/contract with the Shire of Wickepin. On behalf of Council we gave them a nice presentation of flowers and a thank you card. I would like to take this opportunity to recognise both Jenna and Michelle for their efforts during their time with the Shire of Wickepin. They were both very valuable employees/contractors and will be missed by us all. We wish Jenna all the best on the forthcoming birth of her third child and wish Michelle all the best for taking on the farm duties.

### Living Lakes

The Department of Regional Development (DRD) has been investigating the feasibility, cost and community benefits associated with revitalising Lake Yealering through the Living Lakes Initiative. This project aims to develop recreational, social and economic opportunities by improving the water quality and catchment properties of water bodies in the Lake. The Chief Executive along with the Deputy Chief Executive Officer and Cr Lang attended the final Community Information Session for Stage 2 of the Living Lakes. The session involved a presentation from Worley Parsons on the proposed engineering designs for Lake Yealering and gave the community an opportunity to ask questions relating to the designs and proposed implementation. The next stage is for the business plan for stage three to be put to the WA State Cabinet in August 2016 for final approval.

### **Wheatbelt South Aged Housing Alliance**

Natalie has finalised the business case for the Wheatbelt South Aged Housing Alliance for the aged housing project.

Following is the summary from the Wheatbelt South Aged Housing Alliance business case which has been forwarded to the Wheatbelt Development Commission for funding:

#### **Project Summary**

*The Wheatbelt South Aged Housing Alliance (WSAHA) Aged Housing Project will deliver 38 independent living units across seven local governments in the Wheatbelt South region over a 3 year period. The \$12,977,555 project will enable the growing number of older people in the region to remain living in their local communities close to family, friends and support networks. The construction of independent living units will contribute \$5.8 million to the local and regional economy as well as creating career pathways and skills for regional health care workers and maintenance staff. The considerable flow-on benefits to suppliers will result in an expected increase in economic activity during the construction phase of the project of around \$26.7 million.*

*The WSAHA was formed in 2015 and aims to work together to provide age appropriate independent living units that complement the current and future aged care and health services, whilst addressing the identified prioritised needs of the individual communities.*

*The WSAHA encompasses eight local governments including the Shires of Corrigin, Cuballing, Kondinin, Kulin, Narembeen, Narrogin, Wandering and Wickepin. The project is strongly supported by local communities with the eight participating shires confirming their commitment to the project by signing a Memorandum of Understanding (MOU) in November 2015. The MOU ensures that all partners clearly understand the project aims and objectives and the responsibilities of each of the participating parties. The Shire of Wickepin has been identified as the Lead Agency and will act as the project coordinator for this project.*

*Overall, the Wheatbelt has an older population profile than the state as a whole and consequently the region is encountering increasing needs for aged care. Common concerns across the Wheatbelt include:*

- *sparse and geographically dispersed ageing populations,*
- *aged services under pressure,*
- *aged and home care workforce issues, and*
- *significant sustained growth in demands for aged and home care services.*

*There is a pressing need to address current issues and prepare for future demands. It is imperative for the economic and social viability of regional WA that the number of older people who have to leave their homes to access the care they need is reduced.*

*In 2013, the Wheatbelt Aged Support and Care Solution/s was commissioned to develop and implement a holistic regional solution to address the needs of this growing demographic, and better enable people to remain in their communities as their care needs change. The report recommended focusing actions across four key areas including:*

- *creating age friendly communities,*
- *developing age appropriate cluster housing,*
- *fostering the delivery of home care, and*
- *supporting access to residential care within the region.*

*The WSAHA Aged Housing Project directly addresses the second key area by constructing 38 independent living units (ILU's), and enabling the recommendations of the Wheatbelt Aged Support and Care Solution/s to be implemented.*

*Project planning commenced in 2015 and the first 12 units are expected to be built across five shires in 2017/18. The total project budget for the construction of 38 independent living units is expected to be \$12,977,555 with \$10,089,000 requested from Royalties for Regions. The local governments will contribute leveraged funds of \$2,888,555 through both cash and in kind contributions.*

*A comprehensive aged housing needs analysis conducted by Verso Consulting Pty Ltd in 2016 calculated the projected demand for aged appropriate housing in each of the shires in the WSAHA. The Housing Needs Analysis (Verso, 2016) identified demand for 100 independent living units in the ten years to 2026 across the eight shires in the Wheatbelt South region with a further demand for land assembly and town planning of an additional 158 units. The WSAHA- Aged Housing Project will address the estimated demand for 38 units required by 2018.*

*The Housing Needs Analysis (Verso, 2016) was used by members of the WSAHA to determine the most urgent unmet need and prioritise the construction of units across the region. Community consultations, population projections, existing housing availability and waiting lists were also used to assess the aged housing demand.*

*The WSAHA - Aged Housing Project will build on existing partnerships to improve access to services, deliver efficiencies to service providers and support the growth of the aged care and health services sector in the region. Community capacity will also be enhanced through partnerships between community, local government, state and federal agencies.*

*The regional approach to the housing project will ensure that the independent living units are financially and environmentally sustainable. The WSAHA has obtained quotes on modular, pre-fabricated style housing units to maximise the economies of scale and obtain the maximum value for money. The ongoing sustainability of the aged housing project will be guaranteed through a variety of ownership models including Lease for Life options and rental depending on individual circumstances.*



*Once completed the units are expected to be managed by individual local governments or third party providers. Revenue generated from the units will be used to fund ongoing maintenance with surplus funds being set aside for the construction of new units in future.*

*The independent living units have been designed on disability and dementia friendly design principles to meet the changing needs of people as they age and support older people in their own home for longer thereby reducing the*



expense of high level residential care. The age friendly, modular housing design will maximize the long term benefits and efficiency of the asset for the community.

Significant additional benefits of the WSAHA - Aged Housing Project will be provided to the community, government and service providers including:

- Construction of independent living units close together in a central location improves access to, and delivery of, support services such as health care, cleaning, house and yard maintenance.
- Close proximity to local businesses supports the local economy and reduces the need for transport for older people.
- Site design includes scope for communal areas such as gardens, gazebos, parks and exercise areas to encourage intergenerational interaction.
- Safety and security for residents.
- Clustered layout of the units provides opportunities for casual observation of older people to ensure general well-being and early identification of issues or problems.

Implementation of the WSAHA - Aged Housing Project is to be staged over a period of three years as scheduled in Table 1 below.

	2017/18	2018/19	2019/20	Total
<b>Corrigin</b>	2	2		4
<b>Cuballing</b>		4		4
<b>Kondinin</b>		2	2	4
<b>Kulin</b>	2	2		4
<b>Narrogin</b>	4	4	4	12
<b>Wandering</b>		2	2	4
<b>Wickepin</b>	4		2	6
<b>Total</b>	<b>12</b>	<b>16</b>	<b>10</b>	<b>38</b>

Table 1 Wheatbelt South Aged Housing Construction Schedule

Although the Shire of Narembeen is a member of the WSAHA no units are to be constructed in Narembeen as part of this Aged Housing Proposal. The Housing Needs Analysis (Verso, 2016) determined that there was limited demand for independent living units in the Shire of Narembeen due to the high number of existing housing units. The Shire of Narembeen has elected to remain part of the WSAHA although will not build units as part of this Aged Housing Project.

The WSAHA - Aged Housing Project is based on a clearly identified need for independent living units to provide housing for the increasing number of older people. The members of the WSAHA have demonstrated a proven ability to manage regional projects in the past and this current project delivers clear benefits for local communities across the region.

Natalie has done an excellent job with this business case and has been commended for her great work. During Local Government we were able to meet with Tuck Waldron to present this summary and request his support for the overall project.

**Meetings Attended**

<b>July 2016</b>	
22 <sup>nd</sup>	Skill Hire Presentation - Discussion regarding Traineeships
26 <sup>th</sup>	Living Lakes presentation by Worley Parsons at the Yealering Town Hall
<b>August 2016</b>	
3 <sup>rd</sup> – 5 <sup>th</sup>	WALGA Convention Local Government Week
8 <sup>th</sup>	Albert Facey Homestead Committee meeting
10 <sup>th</sup>	Lifestyle Retirement Committee
15 <sup>th</sup>	Wheatbelt South Regional Road Group - Wickepin

**Delegations**

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques	July 2016	Nil
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO	Payment Plans		Rate Payers
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Wickepin Football Club Home Games	August 2016	Wickepin Football Club
A13	Hire of Community Halls / Community Centre	CEO			

**Recommendations:**

That Council endorses the Chief Executive Officer's Report dated 10 August 2016.

**Voting Requirements:** Simple majority

**Resolution No 170816-20**

**Moved Cr Martin / Seconded Cr Allan**

That Council endorses the Chief Executive Officer's Report dated 10 August 2016.

**Carried 7/0**

**13. Notice of Motions for the Following Meeting****14. Reports & Information****15. Urgent Business****16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 5.27pm.